

DTE BOARD MINUTES

Date: 2/2/2023

Time: 7:30 pm

Venue: Zoom

Join Online: <http://dte.coop/zoom>

1. Meeting Started

7:38

2. Chair and Minute keeper

Chair: Robin Macpherson

Mark Rasmussen at 8:47

Minute keeper: Kathy Ernst

3. Acknowledgement of Country

We gather on the lands of many Aboriginal Nations. We pay our respects to Elders past, present and emerging. Indigenous sovereignty has never been ceded in Australia and we should endeavour to be mindful of this in everything we do, given our focus is gathering to create better ways of living in our society, not just for festival attendees but for all.

4. Attendance

Kathy Ernst Robin Macpherson Suzie Helson Lance Nash Malcolm Matthews Shardae Reed Brian Denham	Glen Duncan John Reid Kevin Taylor Kristen T J Marte Kinder Peter Tippett	Ray Higgins Ian Hales Walter Padovan Bryan Isaacs Rick Gill Mark Rasmussen
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5. Director Inactivity Credits at start of meeting

INACTIVITY CREDITS LOST							
Date	Kathy	Robin	Susie	Brian	Malcolm	Shardae	Lance
5/1/23	0	0	0	0	0	0	0
TOTAL							

6. Confirmation of Previous Meeting Minutes

- 1) Date: 5/1/2022

Moved: Malcolm , Seconded: Robin, PBC

7. Matters arising from Previous Meeting Minutes

- 1) Mailman access

Action Point: Robin to set up administrator access to all email addresses on Mailman for Kathy and any other director who wants it.

8. Action tasks from previous meetings

1. *Gas Bottles and fuel*

2021 02 04 Suzie to write to OC informing them of the motion about storage of gas bottles and fuel – **COMPLETED**

Suzie to write to OC enquiring on progress. **COMPLETED**

22 01 06 Suzie to write to OC enquiring on progress **COMPLETED**

22 02 03 Secretary to write to OC informing them of the motion about storage of gas bottles and fuel **COMPLETED**

22 03 03 Information has been received from the OC, Board to discuss **ONGOING**

22 07 07 Discussed during meeting. **IN PROGRESS**

22 07 07 Brian to follow up on our requirements for safe storage of gas and fuel and report back to the Board.

22 08 04 Brian still investigating **ONGOING**

22 09 01 **IN PROGRESS**

23 01 05 Waiting for response from Council **IN PROGRESS**

23 02 02 **ONGOING**

2. *Complaints File*

2021 07 01 Troy to help Elisa to set up a document library for complaint documents **REPLACED**

2022 03 03 Robin to help Elisa to set up a document library for complaint documents **MOVING FORWARD**

2022 05 05 Robin to help Elisa to set up a document library for complaint documents **IN PROGRESS**

2022 06 02 Waiting for technical assistance **IN PROGRESS**

22 08 04 **IN PROGRESS**

22 09 01 Waiting on registration as a non-profit with Google **IN PROGRESS**

23 01 05 Complaints spreadsheet has been set up **COMPLETED**

23 01 05 Elisa to upload documents relating to complaints and other matters to a folder on the Board Gdrive to be set up by Kathy.

23 02 02 Folders set up, no documents uploaded **ONGOING**

3. Bendigo Bank signatories

22 06 02 Elisa to work on rectifying Bendigo Bank signatories

22 07 07 Simple ones have been done.

Complex ones requiring multiple signatures are in progress **IN PROGRESS**

22 08 04 **IN PROGRESS**

22 10 06 Most signatories have been rectified but need to make the CONFAB account three to sign **IN PROGRESS**

22 10 06 Elisa to reassign a BB account to Walter

22 11 03 CONFAB account rectified **COMPLETED**

22 11 03 Elisa to reassign a BB account to Walter **ONGOING**

22 12 01 Elisa to provide a list of accounts still requiring correction **ONGOING**

23 01 05 Lance working with Elisa **ONGOING**

4. ANZ

22 07 07 Suzie to attempt to close the ANZ CC account and move the money to the ANZ Investment

22 08 04 Gary has taken over the task **ONGOING**

22 09 01 Kate and Elisa are taking over and will also change TBT address **ONGOING**

22 10 06 **IN PROGRESS**

22 11 03 **IN PROGRESS**

23 01 05 Malcolm to work on fixing up signatories as well as closing CC account.

23 02 02 **ONGOING**

5. Share Certificates

22 09 01 Kate to investigate issuing Share Certificates. **IN PROGRESS**

23 01 05 Kathy to look into this.

23 02 02 **ONGOING**

6. BB Accounts

22 10 06 Board to have a discussion on a process for allocating BB accounts.

22 11 03 **ONGOING**

23 02 02 Kathy working on it.

7. Sheep lease

22 11 03 Gary to investigate Wayne Bennet's request to lease an area for sheep and report back to the Board.

22 12 01 **ONGOING**

23 01 05 Suzie to take over the task

23 02 02 Suzie has notes from Gary, Kathy to distribute to the OC and anyone who wants it.

8. Member enquiry

22 12 01 Secretary to write to the person who requested change of membership details

23 01 05 **ONGOING**

23 02 02 **COMPLETED**

9. Federation of Cooperatives SGM

23 01 05 Robin to attend the Federation of Cooperatives SGM and vote to increase the membership fee. **ONGOING**

10. Audit Meeting

23 01 05 Secretary to email Ax3 to determine a date for the audit meeting. **COMPLETED**

11. Reply to Luke

23 01 05 Secretary to reply to Luke to thank him but that somebody has already been to Bylands. **COMPLETED**

12. Ax3 audit account

23 01 05 Suzie to put a budget application for the Ax3 audit account to the OC. **COMPLETED**

13. Possible exclusion zone

23 01 05 Brian to contact SES and Council regarding possible exclusion zone and get a response in writing. **COMPLETED**

14. Share refund

23 01 05 Secretary to write to Trevor and make the refund payment to Trevor **COMPLETED**

9. Correspondence

1) Correspondence Inward

- a) 22 12 31 Bank Aust - stmt 27
- b) 22 12 23 ANZ - ConFest stmt
- c) 23 01 10 Glowreys - Copy Titles
- d) 23 01 10 Glowreys - Letter Ax3 Partners
- e) 23 01 17 ANZ - Inv stmt
- f) 23 01 18 Ax3 Daniel - ad-hoc expense breakdown
- g) 23 01 24 Gary Laski - DISCUSSION WITH WAYNE BENNET
- h) 23 01 25 LBN Kristi - archiving accounts
- i) 23 01 26 Bank Aust - maturity options
- j) 23 02 01 Volunteer - re member details update
- k) 23 01 01 LBN - Unreconciled transactions as at 1 Feb 23
- l) 23 01 01 LBN - Contacts List in Xero

2) Correspondence Inward – Confidential

- a) none

3) Correspondence Inward – Complaints (Confidential)

- a) none

4) Correspondence Inward - for the OC

- a) 23 01 02 Telstra - invoice
- b) 23 01 09 Ax3 - Invoice INV-1064
- c) 23 01 13 confest.com.au certificate
- d) 23 01 13 Scouse - Domain invoice
- e) 23 01 15 Servers Australia - tax invoice
- f) 23 01 15 Vonex - tax invoice
- g) 23 01 18 LLS - Bylands LLS rates

- h) 23 01 18 LLS - LLS rates
- i) 23 01 18 LLS - Woorooma LLS rates
- j) 23 01 19 Domains.coop - expiry
- k) 23 01 20 Regional roundup ed 40
- l) 23 01 23 Telstra - invoice
- m) 23 01 24 Edward River Council - Customer_Notice_06358-6_3632
- n) 23 01 24 Edward River Council - rates email
- o) 23 01 25 Edward River Council - Customer_Notice_06358-6_3632
- p) 23 01 25 Edward River Council - rates email
- q) 23 01 25 Murray LLS - January update
- r) 23 01 29 Vonex - Low balance warning
- s) 23 01 31 Servers Aust - Invoice-66486923

5) Correspondence Inward - Invoices and receipts

- a) none

6) Correspondence Outward

- a) 23 01 06 Daniel Ax3 - meeting to discuss 2022 audit
- b) 23 01 06 Luke Johnson - RE floods at Warooma and Bylands
- c) 23 01 10 Members - Warooma and Bylands open
- d) 23 01 10 Trevor Pitt - Re Overpayment for shares
- e) 23 01 17 Ax3 Daniel - DTE AGM ad hoc charges
- f) 23 01 17 Feb SGM CallForResolutions
- g) 23 01 20 BLN Kristi - DEXT access
- h) 23 01 30 SGM Notice for 28 Feb
- i) 23 02 01 Volunteer - re member details update
- j) 23 02 02 BLN Kristi - DEXT access

7) Correspondence Outward - Confidential

- a) none

8) Volunteer Activity Forms

- a) none

9) Membership applications

- a) none

10) Acceptance of correspondence

Motion: That the Correspondence be accepted.

Moved: Brian, Seconded: Malcolm, PBC

10.Matters arising from Correspondence

1) Bank Australia Maturity Options

General agreement to Rollover.

Action item: Kathy to investigate Term deposit options and send to the Board who will choose which option.

11.Membership and Activity forms

1) No membership or activity forms.

12.Payments

Action item: Kathy to pay the domain registration account as it can only be paid by the Secretary.

13.Motions by Circular

P=proposer, Y=support, N=oppose

date proposed	date passed	motion	K E	S H	M M	S R	B D	R M	L N	7
1/2	2/2	Approving form for visiting site (Corrected) "That the board ratifies the site visit link https://dte.coop/site-visit as the official application form for being on site when the board does not determine another form."		Y		Y	Y	P	Y	5
31/1	failed	Funding Application form Approval (Corrected) "That the board ratifies the link https://dte.coop/online/fundingbudgets as the information area and https://dte.coop/online/fcm-files/summary/5-fcm/15-budget-funding-application as the official form when applying for DTE funding."	N					P		1
30/1	2/2	Site Visits transgression "That the board ratifies the the following consequences for unapproved site visits. <ul style="list-style-type: none">• <i>No reimbursement of expenses incurred</i>• <i>3 month ban on going to site</i>"	N		N	Y	Y	P	Y	4

30/1	2/2	Funding Application form approval "That the board ratifies the site visit link https://dte.coop/online/fundingbudgets as the information area and https://dte.coop/online/fcm-files/summary/5-fcm/15-budget-funding-application as the official form when applying for DTE funding."	N	Y			Y	P	Y	4
9/1	9/1	The Board advises that Warooma and Bylands are open for site visits subject to visitors obeying SES restrictions and NSW Government warnings.	P	Y			Y	Y	Y	4

Action task - Motions to be communicated with members and volunteers. Secretary to send email to members and newsletter to include information and be widely disseminated.

14. Agenda item: Updating Bendigo Bank Accounts

Agenda details: We need to be prepared to allocate unused Bendigo Bank accounts to new account holders who will need accounts promptly for ConFest budgets.

Motion: That these Bendigo Bank accounts are to be reallocated : Gary Lasky –director, Trevor Pitt, David Cruise, Peter Cruise, John Gray, Charlie Dalton Twist, Alison Mayer, Paul Rosenberg, Troy Reid – director, Kate Shapiro – director, 4ArtSake, Daniel Smith and Naomi Anderson, and that one of these accounts is to be allocated to Walter Padovani and the rest as required.

Moved: Kathy, Seconded: Lance, PBC

15. Agenda item: Moderation/censorship/lifetime bans

Agenda details: I would like to know more about the censorship of the email groups i.e. who authorised three people to set themselves up as moderators, is this group following the code of conduct which provides for a written caution for the first offence in twelve months, how is the Board being informed of what is going on?

No motion, only discussion on the moderation process

16. Agenda item: Kathy would like to be a Moderator

Agenda details: I would like to know what is going on e.g who is being banned and why.

Motion: That Kathy Ernst is added to all and any moderators lists on dte.coop emails for the purpose of finding out what is going on.

Moved: Kathy, Seconded: Suzie, PBC

Action Point: Robin to set up moderator access for Kathy

17. Agenda item: MBC deadline

Agenda details: I try to have the Motions by circular tallied to facilitate the smooth running of the Board meeting. This is not possible when people are voting only minutes before the meeting is due to start. It also highlights questions about the appropriateness of using a MBC.

Motion: Votes on Motions by Circular will not be tallied after midday on the day of the Board meeting at which they are to be tabled. (unless in case of dire emergency)

Moved: Kathy, Seconded: Malcolm, failed

18. Summary of Carried Resolutions

- 1) That these Bendigo Bank accounts are to be reallocated : Gary Lasky –director, Trevor Pitt, David Cruise, Peter Cruise, John Gray, Charlie Dalton Twist, Alison Mayer, Paul Rosenberg, Troy Reid – director, Kate Shapiro – director, 4ArtSake, Daniel Smith and Naomi Anderson, and that one of these accounts is to be allocated to Walter Padovani and the rest as required.
- 2) That Kathy Ernst is added to all and any moderators lists on dte.coop emails for the purpose of finding out what is going on.

19. Actions Tasks from this meeting

- 1) Robin to set up administrator access to all email addresses on Mailman for Kathy and any other director who wants it.
- 2) Bank Australia - Kathy to investigate Term deposit options and send to the Board who will choose which option.
- 3) Kathy to pay the domain registration account as it can only be paid by the Secretary.
- 4) Motions by Circular - Motions to be communicated with members and volunteers: Secretary to send email to members; Newsletter to include information and be widely disseminated.
- 5) Robin to set up moderator access for Kathy

20. Director Inactivity Points from this meeting

2 February 2023 – seven directors attended.

Malcolm wanted it noted that he should lose Activity Points because he is not a signatory to all DTE accounts.

21.Next Scheduled Meeting Date

Thursday 2 March 2023

22.Meeting ended

9:51 pm