

DTE BOARD MINUTES

Date: 4/5/2023

Time: 7:30 pm

Venue: Zoom

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

1. Meeting Started

7:38

2. Chair and Minute keeper

Chair: Robin McPherson

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 Suzie Helson Lance Nash Malcolm Matthews Robin Macpherson Shardae Reed Absent Brian Denham	Charlie Dalton-Twist David Cameron John Magor John Reid Rick Gill Andrew Wilkinson Sue Berry Luke Johnson	Ray Higgins Marty Schwartz Rohan Levy
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5. Director Inactivity Credits at start of meeting

INACTIVITY CREDITS LOST							
Date	Kathy	Robin	Susie	Brian	Malcolm	Shardae	Lance
2/3/23	0	0	0	0	0	0	0

2/2/23	0	0	0	0	0	0	0
5/1/23	0	0	0	0	0	0	0
TOTAL							

6. Confirmation of Previous Meeting Minutes

- 1) Date: 2/3/2023

Moved: Malcolm , Seconded: Lance, PBC

7. Matters arising from Previous Meeting Minutes

- 2) None

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**

- 3) 22 09 01 IN PROGRESS
- 4) 23 01 05 Waiting for response from Council IN PROGRESS
- 5) 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**

23 03 02 Secretary to remind Elisa to upload files **COMPLETED**

23 05 04 Elisa replied that she will upload after ConFest **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**

23 03 02 Lance working on it **ONGOING**

23 05 04 **COMPLETED**

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**

23 03 02 Accounts to be closed **ONGOING**

23 05 04 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.

23 02 03 Up to date but ongoing task ONGOING

23 05 04 COMPLETED

7. Administrator access to Mailman

23 02 02 Robin to set up administrator access to all email addresses on Mailman for Kathy and any other director who wants it.

23 03 02 **COMPLETED**

8. Moderator access

23 02 02 Robin to set up moderator access for Kathy

23 03 02 **ONGOING**

23 05 04 **ONGOING**

9. Bylands visits by Murray

23 03 02 Kathy to advise Murray that he does not need to request permission to check the Bylands site unless he is staying overnight. **COMPLETED**

10. New member

23 03 02 Secretary to write to Warwick Smith advising that his membership application has been approved. **COMPLETED**

11. Bylands Title

23 03 02 Susie to transfer money for Byland's title. **COMPLETED**

12. ANZ Bank

23 03 02 Malcolm to arrange closing of ANZ accounts and other signatories to accompany him to the bank.

23 05 04 **ONGOING**

13. Meeting date

23 03 02 Kathy to determine a date for Board meeting at end of March instead of the first Thursday in April which is the start of ConFest and do a Motion by Circular. **COMPLETED**

Correspondence

23 04 06

- 1) Correspondence Inward
 - a) 23 03 06 Biodiversity Trust - EOI
 - b) 23 03 08 Coop Federation - Newsletter
 - c) 23 03 09 Elisa Brock - BB account
 - d) 23 03 17 Elisa Brock - BB account
 - e) 23 03 17 Elisa Brock - RE Files to be uploaded
 - f) 23 03 24 Caryn Kettle - Resignation of membership
 - g) 23 02 27 ANZ - Summer ConFest stmt
 - h) 23 02 28 Bank Aust - stmt 29
 - i) 23 03 02 Bank Aust - community grants
 - j) 23 03 04 Steve Gregory - email address update
- 2) Correspondence Inward - for the CC
 - a) 23 03 09 Deb Moerkerken - Insurance
 - b) 23 03 27 Game Traffic and Contracting
- 3) Correspondence Inward - for the OC
 - a) 23 03 15 Servers Australia - Invoice \$190.30
 - b) 23 03 15 Vonex - Invoice & Statement
 - c) 23 03 21 Dept Planning & Envir - changes to financial structures
 - d) 23 01 27 Telstra - Refund \$11.12
 - e) 23 02 28 Origin - communication preferences

- f) 23 03 03 Water NSW - Customer Newsletter
 - g) 23 03 03 Water NSW - Invoice_CIV00208056
 - h) 23 03 09 Telstra - Account \$41.35
 - i) 23 03 13 Edward river - rates reminder
- 4) Correspondence Inward - Invoices and receipts
- a) 23 03 23 Specialist Med - invoice down paymt
 - b) 23 03 23 Specialist Med - invoice final paymt
 - c) 23 03 25 1800Buggies - invoice
 - d) 23 03 25 1800Buggies Paymt Rcpt - BBank
 - e) 23 03 03 Aust Post - post office box receipt \$148
 - f) 23 03 20 Mckenzie - first aid invoice
 - g) 23 03 23 Specialist Med - invoice deposit
- 5) Correspondence Outward
- a) 23 03 07 Elisa Brock - files to upload
 - b) 23 03 07 Murray Ross - site visits
 - c) 23 03 07 Warwick Smith - welcome to DTE
 - d) 23 03 06 Emma Bennett - EOI restoring Murray woodlands
 - e) 23 03 06 RMW EOI form_6 March closing
- 6) Volunteer Activity Forms
- a) James Davidson Activity form
 - b) Vivian Laroulette Worksheet
 - c) Alex Milne Worksheet
 - d) Alwin Lee Worksheet
- 7) Membership applications
- a) Alwin Lee Membership Application
 - b) James Davidson Membership Application
 - c) Vivian Laroulette Membership Application
 - d) Alex Milne Membership Application

23 05 04

- 8) Correspondence Inward

- a) 23 04 25 Kate Sholem - re meeting
 - b) 23 04 25 Mark Gray - site ops
 - c) 23 04 24 Ray Higgins - site visits
 - d) 23 03 29 Edward River - Determination S68 Application
 - e) 23 03 31 Bank Aust - stmt 30
 - f) 22 07 01 Valuer General - Woorooma valuation
 - g) 23 03 27 ANZ - ConFest acct stmt
 - h) 23 04 17 ANZ - inv account stmt
 - i) 23 05 03 Mrs Edie Lewis - Operation Christmas child
 - j) 23 04 05 Bio Cons Trust - Tender
 - k) 23 04 12 Bio Cons Trust - Site Visit email
 - l) 23 04 12 Bio Cons Trust - RMW027
 - m) 23 04 12 Bio Cons Trust - RMW027_Property
 - n) 23 04 12 Bio Cons Trust - Landholder Guide Preparing for a site visit
 - o) 23 04 01 Bank Aust - interest rates
 - p) 23 04 06 Co-op Fed Newsletter
 - q) 23 04 20 Kel Smith - Site Ops
 - r) 23 04 20 Jo Hadley - Ops
 - s) 23 04 20 Michael James - Ops
 - t) 23 04 22 Bill Rickets - membership resignation
 - u) 23 04 23 Bill Mackinlay - Site Ops
- 9) Correspondence Inward - for the CC
- a) 23 04 14 Game Traffic - Inv_12232523
- 10) Correspondence Inward - for the OC
- a) 23 23 04 15 Vonex - invoice
 - b) 23 04 12 LLS - April update
 - c) 23 03 29 Domains.coop - Cust Satisfaction Survey
 - d) 23 04 21Regional Roundup - ed 41
 - e) 23 03 28 Water testing
 - f) 23 04 03 water testing
 - g) 23 03 15 Servers Aust Invoice-686897

- h) 23 04 10 Telstra - invoice \$66.85
- i) 23 04 15 Servers Aust - Invoice-697976
- j) 23 04 06 Servers Aust - Invoice-686897 paid
- k) 23 04 13 LLS - Statutory Review Survey

11) Correspondence Inward - Invoices and receipts

- a) 23 23 04 07 Our Community - Renewal Form ROC173451

12) Correspondence Outward

- a) 23 04 25 Kate Shapiro - meeting
- b) 23 04 29 Kate Shapiro - re meeting
- c) 23 04 21 OC - Call For Resolutions June SGM

13) Volunteer Activity Forms

Members

- a) Paul Silverberg
- b) Rob Legg-Bagg
- c) Sony Richards
- d) Andrew Wilkinson
- e) Darren Geraghty
- f) David Ramin McDonald

Potential members

- g) Matthew Hough
- h) Melanie Molluso
- i) Glenn Raby
- j) Guy de Winton
- k) James Collins
- l) Jason Thomas
- m) Kim Chadwick

Volunteers

- n) Tim Webster
- o) Florian Marx
- p) Lachlan McFarlane
- q) Nicholas Thomsen

- r) Leonie Desler
- s) Hanka Schweppe
- t) Daewyn Harrison
- u) Isabel Kane
- v) Sophie Wade
- w) Bernie Walker
- x) Llewellyn Vary
- y) Michael Beadle
- z) Paula Berrios
- aa) Elliah Baxter
- bb) Shawn Palmer
- cc) Victoria Gaspar
- dd) Chris Quirk (Quinoa)
- ee) Lauren Smithsbone
- ff) Takahiro Ishizu
- gg) Sam Moore
- hh) Graeme Collins
- ii) Romy Chollet
- jj) Shane Gardner
- kk) Sandra Palmer
- ll) Glenn Rabi

14) Membership applications

- a) Matthew Hough
- b) Melanie Molluso
- c) Glenn Raby
- d) Guy de Winton
- e) James Collins
- f) Jason Thomas
- g) Kim Chadwick

15) Acceptance of correspondence

Motion: That the Correspondence be accepted.

Moved: Robin, Seconded: Lance, PBC

9. Matters arising from Correspondence

- 1) none

10. Membership and Activity forms

- 1) Membership cancellation

Motion: That the Board accepts the membership cancellation from member Caryn Kettle (#1768) with the refund of \$10 membership shareholding being offset by the \$10 administrative fee as effective from the date received (24 March 2023).

Moved: Kathy, Seconded Robin, PBC

- 2) Membership cancellation

Motion: That the Board accepts the membership cancellation from member Bill Rickets (#1902) with the refund of \$10 membership shareholding being offset by the \$10 administrative fee as effective from the date received (22 April 2023).

Moved: Kathy, Seconded Robin, PBC

- 3) New Member

Motion: That Alex Milne is approved as a member and allocated folio number 1921.

Moved: Kathy, Seconded Suzie, PBC

- 4) New Member

Motion: That Alwin Lee is approved as a member and allocated folio number 1922.

Moved: Kathy, Seconded Suzie, PBC

- 5) New Member

Motion: That James Davidson is approved as a member and allocated folio number 1923.

Moved: Kathy, Seconded Suzie, PBC

- 6) New Member

Motion: That Vivian Laroulette is approved as a member and allocated folio number 1924.

Moved: Kathy, Seconded Suzie, PBC

- 7) New Member

Motion: That Matthew Hough is approved as a member and allocated folio number 1925.

Moved: Kathy, Seconded Suzie, PBC

- 8) New Member

Motion: That Melanie Molluso is approved as a member and allocated folio number 1926.

26/3	failed	That the Board meeting scheduled for Thursday 6 April 2023 be deferred until after ConFest.	P					N		1
22/3	failed	That DTE hire a medical buggy for the duration of ConFest from 1800 Buggies for the amount of \$2304.			Y				P	2
18/3	19/3	That Wagga First Aid Training will communicate directly with the DTE Board and the Board will facilitate first aid at ConFest.	P	Y		Y	Y	Y	Y	6
18/3	19/3	That the Board instructs Kate Schapiro to cease activity on behalf of ConFest or DTE until a meeting with the Board in late April, unless explicitly requested to do so by the Board	P	Y				Y	Y	4
16/3	16/3	That Directors agree for the payment to PSC Insurance Brokers Perth Invoice 270363, \$16,040.00. for our ConFest Gathering Event Insurance, is paid directly from the Bendigo Bank Investment Account.	N	P	Y	Y	Y	Y	Y	6

13. Agenda item: Director using the title "Site Manager" onsite.

Agenda details: At this last Confest, A Director was going around telling attendees that they were "The Event Manager". If this role has not been given to anyone officially, the potential for bad/unwanted outcomes is great, and if left unchecked might reflect badly on DTE &/or The Board. Will The Board discuss this having occurred & having done so, create an agenda item addressing it?

Did or has the Board ever approved or discussed anyone on site being given the role of "Event Manager", & if so how (& to whom) is this role allocated, as well as how is it decided who gets to use it? Also, what scope does this role carry, what rights & responsibilities does The Event Manager have? If the role is approved & decided, is there a way other Members can identify the Event Manager (is there a special badge, gold Epauettes, maybe a crown?) If not, will The Board discuss this having occurred & having done so, create an agenda item addressing it not occurring again (as well as directly addressing the Director who was doing it)?

Item by: John Magor

Discussion only

14. Agenda item: appropriation for 2023-24

Agenda details: Discussion of if and how the Board wishes to have an appropriation motion put to the next SGM.

Item by: John Reid

Discussion: Kathy and Malcolm already working on this.

Action Task: Kathy to circulate proposed appropriation details to directors and submit a motion.

15.Summary of Carried Resolutions

- 1) none

16.Actions Tasks from this meeting

- 1) Secretary to advise bookkeeper of membership cancellations.
- 2) Secretary to write to new members advising that their membership application has been approved.
- 3) Susie to pay the ICDA invoice.
- 4) Kathy to circulate proposed appropriation details to directors and submit a motion.

17.Director Inactivity Points from this meeting

- 1) 6 April 2023 – no directors attended, all directors lose 4 point.
- 2) 4 May 2023 – Brian had leave of absence

18.Next Scheduled Meeting Date

1 June 2023

19.Meeting ended

9:25 pm