

Down-To-Earth (Vic) Cooperative Society Limited

**Special General Meeting**

**Minutes**

Date: **13<sup>th</sup> June 2023, 20<sup>th</sup> June 2023 27<sup>th</sup> June 2023**

Time: **7:30pm**

Online: <https://dte.coop/live.meeting>

| #                     | Item  | Raised by:        |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|-----------------------|---|-------------------|----------------------|------------|---------------|--------------|------------|--------------|---------------|------------------|-------------|-------------|--------------|--------------|----------|-------------|--------------|-----------|--------------|--------------|------------------|-----------------|--------------|-------------|------------------|-----------|--------------|---------------|-----------------------|--------------|-------------------|--|
|                       | <b><u>Meeting Started</u></b>   | <i>Procedural</i> |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b>13<sup>th</sup> June:</b> 7:50pm<br><b>20<sup>th</sup> June:</b> 7:47pm<br><b>27<sup>th</sup> June:</b> 8:00pm   |                   |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b><u>Election of Chair</u></b>   | <i>Procedural</i> |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b>Confirmation of Chairperson</b><br><b>13<sup>th</sup> June:</b> 7:50pm – Robin Macpherson; 8:07pm – Lindy Hunt; 9:15pm – Peter Tippett; 9:44pm – Lindy Hunt<br><b>20<sup>th</sup> June:</b> 7:47pm – Lindy Hunt; 10:10pm – John Magor; 10:11pm – Lindy Hunt; 10:35pm – Peter Tippett<br><b>27<sup>th</sup> June:</b> 8:00pm – Robin Macpherson 8:21pm – Aaron Shipperlee 8:22pm – Robin Macpherson 9:10 Aaron Shipperlee 9:20 Robin Macpherson<br><br><b>Confirm Minute Keeper</b><br><b>13<sup>th</sup> June:</b> Vanessa Ernst<br><b>20<sup>th</sup> June:</b> Vanessa Ernst<br><b>27<sup>th</sup> June:</b> Malcolm Matthews  |                   |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b><u>Attendance</u></b>  | <i>Procedural</i> |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b>13<sup>th</sup> June 2023</b>  |                   |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Robin Macpherson</td> <td style="width: 33%;">Charlie Dalton-Twist</td> <td style="width: 33%;">Lance Nash</td> </tr> <tr> <td>Vanessa Ernst</td> <td>Darrell Reid</td> <td>Lindy Hunt</td> </tr> <tr> <td>Andrew Hosie</td> <td>David Cameron</td> <td>Malcolm Matthews</td> </tr> <tr> <td>Angela Neal</td> <td>Emma Bennet</td> <td>Marte Kinder</td> </tr> <tr> <td>Brett Dalton</td> <td>Ian Gray</td> <td>Ray Higgins</td> </tr> <tr> <td>Bryan Isaacs</td> <td>Ian Hales</td> <td>Shardae Reed</td> </tr> <tr> <td>Kevin Taylor</td> <td>Jessica Townsend</td> <td>Walter Padovani</td> </tr> <tr> <td>Kim Chadwick</td> <td>Kathy Ernst</td> <td>Aaron Shipperlee</td> </tr> <tr> <td>John Reid</td> <td>David Cruise</td> <td>Peter Tippett</td> </tr> <tr> <td>David Ramin Macdonald</td> <td>Bruce Pinney</td> <td>Anna / Strawberry</td> </tr> </table> | Robin Macpherson  | Charlie Dalton-Twist | Lance Nash | Vanessa Ernst | Darrell Reid | Lindy Hunt | Andrew Hosie | David Cameron | Malcolm Matthews | Angela Neal | Emma Bennet | Marte Kinder | Brett Dalton | Ian Gray | Ray Higgins | Bryan Isaacs | Ian Hales | Shardae Reed | Kevin Taylor | Jessica Townsend | Walter Padovani | Kim Chadwick | Kathy Ernst | Aaron Shipperlee | John Reid | David Cruise | Peter Tippett | David Ramin Macdonald | Bruce Pinney | Anna / Strawberry |  |
| Robin Macpherson      | Charlie Dalton-Twist  | Lance Nash        |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Vanessa Ernst         | Darrell Reid  | Lindy Hunt        |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Andrew Hosie          | David Cameron   | Malcolm Matthews  |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Angela Neal           | Emma Bennet   | Marte Kinder      |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Brett Dalton          | Ian Gray  | Ray Higgins       |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Bryan Isaacs          | Ian Hales   | Shardae Reed      |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Kevin Taylor          | Jessica Townsend  | Walter Padovani   |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| Kim Chadwick          | Kathy Ernst   | Aaron Shipperlee  |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| John Reid             | David Cruise  | Peter Tippett     |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
| David Ramin Macdonald | Bruce Pinney  | Anna / Strawberry |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |
|                       | <b>20<sup>th</sup> June 2023</b>  |                   |                      |            |               |              |            |              |               |                  |             |             |              |              |          |             |              |           |              |              |                  |                 |              |             |                  |           |              |               |                       |              |                   |  |

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|  | Lindy Hunt<br>Kathy Ernst<br>David Cruise<br>Ian Hales<br>Malcolm Matthews<br>Brett Dalton<br>Ray Higgins<br>Angela Neal<br>Walter Padovani<br>Peter Tippett   | John Magor<br>Kevin Taylor<br>Kim Chadwick<br>Kristen Joy<br>Marte Kinder<br>Matt Hough<br>Murray P<br>Shardae Reed<br>Vanessa Ernst<br>Jessica Townsend | Aaron Shipperlee<br>Janni<br>Lance Nash<br>Andrew Hosie<br>Andrew McClean<br>Charlie Dalton-Twist<br>David Cameron<br>David Wolfe<br>John Reid<br>Robin Macpherson |   |
|  |  | <b>27th June 2023</b>  |  |   |
|  | Aaron Shipperlee<br>Andrew Hosie<br>Andrew McLean<br>Brett Dalton<br>Charlie Dalton-Twist<br>David Cameron<br>David Cruise<br>Ian Gray<br>Jessica Townsend<br>John Reid  | Kevin Taylor<br>Kim Chadwick<br>Kristen JT<br>Lance Nash<br>Lindy Hunt<br>Malcolm Matthews<br>Maleny<br>Mark Rasmussen<br>Marte Kinder                   | Peter Tippett<br>Reece Jones<br>Robin Macpherson<br>Taisha Reed<br>Kate Shapiro<br>Simone Monet<br>Emma Bennet<br>Ana strawberry<br>Shardae Reed                   |   |
|  | <b>Confirmation of Previous Meeting Minutes</b>  |  |  | <i>Procedural</i>   |
|  | 28 <sup>th</sup> February & 7 <sup>th</sup> March 2023<br>SGM Minutes  |  |  | <i>Moved: Jessica Townsend<br/>Seconded: Lance Nash<br/>P.B.C.</i>  |
|  | <b>Matters arising from previous minutes</b>   |  |  | <i>Procedural</i>   |
|  | N/A  |  |  |   |
|  | <b>Task Check List</b>   |  |  | <i>Procedural</i>   |
|  | N/A  |  |  | <i>No progress<br/>Work In Progress<br/>Complete<br/>No longer relevant<br/>Taken Over By ?</i>                   |
|  | <b>Correspondence / Payments</b>   |  |  | <i>Procedural</i>   |
|  | N/A  |  |  |   |
|  | <b>Matters arising from correspondence</b>   |  |  | <i>Procedural</i>   |
|  | N/A  |  |  |   |
|  | <b>Agenda Items</b>  |  |  |   |
|  | <b>Motion 1:</b> Board appropriation<br><br><b>Description:</b> The requested Board appropriation of \$20,000 includes \$3500 for Association Liability Insurance, \$1000 for Secretarial expenses (postage, post box, lodgment fees, etc.), \$500 memberships, registrations, \$5500 legal fees (re Fair Work Commission, incurred but not yet paid) and \$10,000 allowance for unpredicted consultants and/or legal advice.<br><br><b>Motion:</b> That the Board receives an appropriation of \$20,000 for the 2023/2024 financial year. |  |  | <i>Proposed by:<br/>Kathy Ernst<br/><br/>Supported by:<br/>Suzie Helson,<br/>Malcolm Matthews<br/><br/>P.B.C.</i> |

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|  | <p><b>Motion 2:</b> Confest Committee appropriation</p> <p><b>Description:</b> The requested ConFest Committee appropriation is \$500,000. This is based on the previous budget of 380,000 plus 50,000 for unbudgeted expenses plus 70,000 to cover the crimped Autumn budgets for areas such as first aid, infrastructure, and villages.</p> <p><b>Motion:</b> That the ConFest Committee receive an appropriation of \$500,000 for the financial year 2023/2024 financial year.</p>  | <p><i>Proposed by:</i><br/>Robin Macpherson</p> <p><i>Supported by:</i><br/>Kate Shapiro,<br/>Jessica Townsend</p>               |
|  | <p><b>Proposed amendment to the motion:</b> That the C.C. get an appropriation of \$50,000, with a further appropriation at a later date.</p>  | <p><i>Moved:</i> Lindy Hunt</p> <p><i>Seconded:</i><br/>Malcolm Matthews</p> <p>P.B.M.</p>                                       |
|  | <p><b>Amended motion:</b> That the C.C. get an appropriation of \$50,000, with a further appropriation at a later date.</p>  | <p>P.B.C.</p>  |
|  | <p><b>Motion 3:</b> Organising Committee appropriation</p> <p><b>Description:</b> OC expenses as per attached chart (<a href="https://data.dte.org.au/files/get_file.php?id=1441">https://data.dte.org.au/files/get_file.php?id=1441</a>)</p> <p>Property maintenance, vehicle maintenance and other areas that the OC is responsible for Note this includes a budget application of \$38000.00 from the Water Crew, ICT \$10000 And expenditure for Fuel for last financial year was \$12,000.00.</p> <p><b>Motion:</b> That the OC has an appropriation of \$160000.00 for financial year 2023/2024.</p> | <p><i>Proposed by:</i><br/>Malcolm Matthews</p> <p><i>Supported by:</i><br/>Kevin Taylor,<br/>Andrew Wilkinson</p> <p>P.B.C.</p> |
|  | <p><b>Motion 4:</b> Rescind Confest budget motions</p> <p><b>Description:</b> We have on the books an unworkable motion that restricted this past event to \$250K, which we all saw was nowhere near enough. We ended up having to spend more than the appropriation for the year. We technically broke our own rules because of this unworkable motion.</p> <p><b>Motion:</b> That all previous motions in place referring to the Confest budget are rescinded from 13th June 2023.</p>   | <p><i>Proposed by:</i><br/>Robin Macpherson</p> <p><i>Supported by:</i><br/>Suzie Helson,<br/>Lance Nash, Mark Rasmussen</p>     |
|  | <p><b>Meeting adjourned 13<sup>th</sup> June 2023, 10:32pm<br/>(during discussion of Motion 4)</b></p>   |  |
|  | <p><b>Meeting continued 20<sup>th</sup> June 2023, 7:48pm<br/>(discussion of Motion 4 continued)</b></p>   |  |
|  | <p><b>Chair requests that it be noted in the minutes that the spreadsheet that was presented on 20<sup>th</sup> June 2023 (today) is not to be considered to be part of the motion and is not to be considered supporting documentation for the motion in the future.</b></p>  |  |
|  | <p><b>Proposed amendment to the motion:</b> That GM motions passed since Jan 1 2020 in place referring to the Confest budget RESTRICTIONS (eg limits on overall budget, putting aside defined budget amounts for future Confests or limiting village budget amounts but NOT budget items) are rescinded from 13th June 2023.</p>   | <p><i>Moved:</i> Robin Macpherson</p> <p><i>Seconded:</i> Janni V, Jessica</p>   |

|                                     |   |                                  |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|-------------------------------------|---|----------------------------------|--------------------|----------------------------------|-----------------|-----------|--------------------------------|--------------------|---------|-----------------------|-------------------------------------|------|------------|-------|----------|-----------|-----|----------|--------------|-----|-----------------|--------------------|--|----------|-----------|--|---------|-----------------|--|--|-----------|--|
|                                     |   | Townsend<br>P.B.M.               |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | <b>Amended motion:</b> That GM motions passed since Jan 1 2020 in place referring to the Confest budget RESTRICTIONS (e.g. limits on overall budget, putting aside defined budget amounts for future Confests or limiting village budget amounts but NOT budget items) are rescinded from 13th June 2023.   | Motion failed                    |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | <b>20th June 2023:</b> Meeting extended for an hour at 10:30pm  |                                  |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | <p><b>Motion 5:</b> Ratification of roles</p> <p><b>Description:</b> Now that we have Confest going again it would be of practical use to the members and volunteers to have facilitator roles ratified by the OC or CC. This will enable those who want to, to recommit, or to move on if they have had enough. Ratifying annually will help inform members and volunteers who is the appropriate person to go to with questions or to offer support, and is useful and desirable organisational practise. It may also serve to encourage people to move into these roles or take on an assistant role.</p> <p>This motion does not preclude any member or volunteer from leaving the role they have taken at any time during the 12 month period if they need to.</p> <p>It is optimal to have more than one facilitator/ coordinator for each area, so as to share the workload and support each other.</p> <p>This is not a complete list by any means but merely a starting point for which facilitator/ coordinator should be appointed by which committee.</p> <table border="0"> <tr> <td>Organising Committee:</td> <td>Confest Committee:</td> <td>Emergency management coordinator</td> </tr> <tr> <td>Land management</td> <td>First aid</td> <td>Workshop spaces and art spaces</td> </tr> <tr> <td>Vehicle management</td> <td>Mapping</td> <td>Volunteer coordinator</td> </tr> <tr> <td>Buildings and Containers management</td> <td>Fire</td> <td>Front gate</td> </tr> <tr> <td>Water</td> <td>Villages</td> <td>Ticketing</td> </tr> <tr> <td>ICT</td> <td>Hive/hub</td> <td>Welcome tent</td> </tr> <tr> <td>OHS</td> <td>Setup/pack down</td> <td>Traffic management</td> </tr> <tr> <td></td> <td>Site Ops</td> <td>Info tent</td> </tr> <tr> <td></td> <td>Rangers</td> <td>Cooking circles</td> </tr> <tr> <td></td> <td></td> <td>Loo crew.</td> </tr> </table> <p><b>Motion:</b> Coordinator and facilitator roles are to be put up for ratification annually by the relevant committee that being either the Organising Committee or the Confest Committee in July of each year.</p> | Organising Committee:            | Confest Committee: | Emergency management coordinator | Land management | First aid | Workshop spaces and art spaces | Vehicle management | Mapping | Volunteer coordinator | Buildings and Containers management | Fire | Front gate | Water | Villages | Ticketing | ICT | Hive/hub | Welcome tent | OHS | Setup/pack down | Traffic management |  | Site Ops | Info tent |  | Rangers | Cooking circles |  |  | Loo crew. | <p><i>Proposed by:</i><br/>Lindy Hunt</p> <p><i>Supported by:</i><br/>Melody Braithwaite, John Magor, Malcolm Matthews</p> |
| Organising Committee:               | Confest Committee:  | Emergency management coordinator |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| Land management                     | First aid   | Workshop spaces and art spaces   |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| Vehicle management                  | Mapping   | Volunteer coordinator            |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| Buildings and Containers management | Fire  | Front gate                       |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| Water                               | Villages  | Ticketing                        |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| ICT                                 | Hive/hub  | Welcome tent                     |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
| OHS                                 | Setup/pack down   | Traffic management               |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | Site Ops  | Info tent                        |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | Rangers   | Cooking circles                  |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     |   | Loo crew.                        |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |
|                                     | <p><b>Proposed amendment:</b> The relevant committee, that being either the Organising Committee or the Confest Committee, are to be informed each month as part of general proceedings of any changes to Facilitator and Coordinator roles, and by 31st June each year at latest post Confest to reflect any changes that happened during the festival.</p> <p>Changes are to recorded on the within the Spreadsheets on the CC Facilitators (<a href="https://dte.coop/online/cc-facilitators">https://dte.coop/online/cc-facilitators</a>) and OC Facilitators (<a href="https://docs.google.com/spreadsheets/d/1hbEfAwmSsFeuyurCl4IORxuXarY37S3hWAwWe3G8cnE/edit#gid=734973633&amp;range=A1">https://docs.google.com/spreadsheets/d/1hbEfAwmSsFeuyurCl4IORxuXarY37S3hWAwWe3G8cnE/edit#gid=734973633&amp;range=A1</a>)</p>   |                                  |                    |                                  |                 |           |                                |                    |         |                       |                                     |      |            |       |          |           |     |          |              |     |                 |                    |  |          |           |  |         |                 |  |  |           |  |

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|  | <b>Meeting adjourned 20<sup>th</sup> June 2023, 11:22pm<br/>(during discussion of Motion 5)</b>  |   |
|  | <b>Meeting continued 27<sup>th</sup> June 2023, 800pm<br/>(discussion of Motion 5 continued)</b>   |   |
|  | <p><b>Proposed amendment to the motion:</b> The O.C. and C.C. recommence the process of ratification of facilitators/ co-ordinator roles and create and maintain a current list. As was the practice up to 2019, pre Covid lockdown. These roles are to be ratified by the end of August annually.</p> <p><b>Proposed amendment to the motion:</b> Coordinator and facilitator roles are to be listed at the following links <a href="https://dte.coop/online/cc-facilitators">https://dte.coop/online/cc-facilitators</a> and <a href="https://dte.coop/online/coc-facilitators">https://dte.coop/online/coc-facilitators</a> and are regarded as the ratified facilitator lists</p> <p><b>Motion:</b> Coordinator and facilitator roles are to be put up for ratification annually by the relevant committee that being either the Organising Committee or the Confest Committee in July of each year.</p> | <p><i>Proposed: Lindy Hunt<br/>Seconded: Charlie DT, Peter Tippett<br/>Failed</i></p> <p><i>Proposed: Robin McPherson<br/>Withdrawn</i></p> |
|  | <b>Carried Resolutions</b>   | <i>Procedural</i>   |
|  | <ul style="list-style-type: none"> <li>• Motion 1: That the Board receives an appropriation of \$20,000 for the 2023/2024 financial year.</li> <li>• Amended Motion 2 That the C.C. get an appropriation of \$50,000, with a further appropriation at a later date.</li> <li>• Motion 3: That the OC has an appropriation of \$160000.00 for financial year 2023/2024.</li> </ul>  |   |
|  | <b>Actions to be taken</b>   | <i>Procedural</i>   |
|  | •  |   |
|  | <b>Next Meeting Date &amp; Time Confirmation</b>   | <i>Procedural</i>   |
|  | •  |   |
|  | <b>Meeting Adjourned</b>   | <i>Procedural</i>   |
|  | June 13 <sup>th</sup> : 10:32pm<br>June 20 <sup>th</sup> : 11:21pm   |   |
|  | <b>Meeting Closed</b>  | <i>Procedural</i>   |
|  | June 27 <sup>th</sup> : 9:30pm   |   |