

Down-To-Earth (Vic) Cooperative Society Limited

Organising Committee Minutes

Minutes 29/06/2023

Meeting Started	7:45pm Online: https://dte.coop/zoom
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Election of Chair	Chairperson: Mark Rasmussen Minute Keeper: Robin Macpherson
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Acknowledgement of Country	Darrylle Ryan
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Attendance	<i>Procedural</i>		
Andrew Hosie Andrew Mclean Brett Dalton Charlie Dalton-Twist Darrylle Ryan David Cameron	David Cruise Ian Hales John Magor John Reid Kathy Ernst Kevin Taylor Kim Chadwick	Lance Nash Lindy Hunt Malcolm Matthews Mark Rasmussen Marte Kinder Ray Higgins Rick Gill Robin Macpherson Susan Helson Walter Padovani	
Confirmation of Previous Meeting Minutes	<i>Procedural</i>		
Minutes last OC 25/05/2023 Mvd Lance Sec Robin PBC	<i>Moved: Lance Nash Seconded: Robin</i>		

Note Missed Vanessa and Robin from Attendance list, clearly noted as Chair and Minutekeeper	<i>Macpherson Dec:</i>
Matters arising from previous minutes	<i>Procedural</i>

Task Check List	<i>Procedural</i>
<ul style="list-style-type: none"> Malcolm and Kathy to pay outstanding Telstra, Red Energy, and Servers Australia invoices WORK IN PROGRESS 	<i>Ongoing</i>
<ul style="list-style-type: none"> Mark Rasmussen to contact Kate Shapiro and request that the outstanding minutes from 14/03/2023 be forwarded either to the OC or to Mark, who would then forward them to the OC COMPLETED (BY DAVID CRUISE) 	<i>Ongoing</i>

Correspondence / Payments	<i>Procedural</i>
23 05 11 Water NSW - debt notice.pdf 23 05 19 Water NSW - invoice \$292-75.pdf 23 05 26 LBN Invoice INV-5883 \$1155.pdf 23 06 01 Murray LLS - June update.pdf 23 06 01 Severs Aust - Monthly Account Status.pdf 23 06 01 Vonex - migration project.pdf 23 06 04 Vonex - Service disruption.pdf 23 06 06 Vonex - Service migration update.pdf 23 06 07 Vonex - updates to billing and payments.pdf 23 06 08 Vonex - migration rescheduled.pdf 23 06 09 Water NSW - Groundwater pricing.pdf 23 06 09 Water NSW - IPART pricing.pdf 23 06 10 Telstra - Invoice \$25.pdf 23 06 13 Vonex - VoIP service disruption.pdf	

<p>20230614_RedEnergy_Price_Change_Notice.pdf 23 06 15 - Servers Aust - Invoice-719582.pdf 23 06 16 Vonex - service migration update.pdf 23 06 20 Vonex - updates to billings and payments.pdf 23 06 23 Regional Roundup - ed 43 - June 23.pdf 23 06 28 Arcuri - Voluntary Workers Renewal Questionnaire.pdf 23 06 28 LBN - Invoice INV-5944 \$560.pdf DTE Application for funding \$ 4999 Asset Man. 27-6-23.pdf 20230629_Fw -DTE OC- LinkT Account.pdf</p> <p>** Four invoices from the above list have been paid</p>	
<p>Matters arising from correspondence</p>	<p><i>Procedural</i></p>

N/A

<p>Agenda Items</p>	
<p>ID Nbr: 14271 Name: Water Crew budget Motion: That the Water Crew budget of \$2,450 be approved and placed on John Reid's card early in the new financial year. Hyperlink: https://data.dte.org.au/files/get_file.php?id=1458</p>	<p><i>Moved: Lindy Hunt Seconded: Suzi Helson Dec:PBC</i></p>
<p>ID Nbr: 14273 Name: Budget for Fuel Motion: \$5,000.00 be transferred to Andrew Wilkinson's debit card Hyperlink: https://data.dte.org.au/files/get_file.php?id=1464</p>	<p><i>Moved: Seconded: Dec: DFR</i></p>
<p>ID Nbr: 14272 Name: Budget for the OC account Motion: That \$20,000.00 be transferred to the OC account. Hyperlink:</p>	<p><i>Moved: Malcolm Mathews Seconded: Dec: Withdrawn</i></p>

<p>ID Nbr: 14275</p> <p>Name: Budget application for Riverina Watermatic</p> <p>Motion: As discussed at the previous OC meeting a budget for the sum of \$4,837.85 for Riverina Watermatic to supply, install and commission a new water pump and associated control gear so as to reinstate the water supply at the Bylands site</p> <p>Hyperlink: https://data.dte.org.au/files/DTE application water pump Bylands.pdf</p> <ul style="list-style-type: none"> NOTE: When invoices come in for this project they are to be paid immediately 	<p><i>Moved:</i> Walter Padovani</p> <p><i>Seconded:</i> Kevin Taylor</p> <p><i>Dec:</i> PBC</p>
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<p>ID Nbr: 14276</p> <p>Name: Bylands working bee</p> <p>Motion: Budget application for the sum of \$150 to cover fuel and hardware costs for attending a working bee sheduled in July / August at the Bylands site to coincide with the installation of the water pump</p> <p>Hyperlink: Download</p>	<p><i>Moved:</i> Walter Padovani</p> <p><i>Seconded:</i> Suzi Helson</p> <p><i>Dec:</i> PBC</p>
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<p>ID Nbr: 14277</p> <p>Name: ICT Budget</p> <p>Motion: That a budget of \$ 4,950 be approved, and that funds be placed on the following card holders accounts early in the new financial year:</p> <p>Suzie Helson - \$ 841.86</p> <p>John Reid - \$ 2,190.00</p> <p>Lindy Hunt - \$ 555.00</p> <p>Robin MacPherson - \$ 556.96</p> <p>Hyperlink: https://data.dte.org.au/files/get_file.php?id=1465</p> <ul style="list-style-type: none"> NOTE: 	<p><i>Moved:</i> Lindy Hunt</p> <p><i>Seconded:</i> Suzi Helson</p> <p><i>Dec:</i> PBC</p>
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<p>Name: Asset Managment team lead</p> <p>Motion: To place \$ 4999 on Kevin Taylor's card for general asset managment repair and maintenance</p> <p>Hyperlink: https://drive.google.com/file/d/1zipYYo2EfsLWakL0xDJHMFLFRP27ze4g/view?usp=share_link</p>	<p><i>Moved:</i> Kevin Taylor</p> <p><i>Seconded:</i> Darrylle Ryan</p> <p><i>Dec:</i> PBC</p>
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<p>Name: Rules Harmonisation - Permission to proceed</p> <p>Motion: That Lance Nash be authorised to set up meetings of members to work towards rule changes required to ensure that DTE's rules are in accordance with Co-operatives National Law.</p> <p>Amended to: That Lance Nash be authorised to set up meetings of members to work towards providing recommendations of any modifications that may be required to ensure that DTE's rules are in accordance with Co-operatives National Law.</p>	<p><i>Moved:</i> Lance Nash</p> <p><i>Seconded:</i> Suzi Helson</p> <p><i>Dec:</i>PBC</p>
<p>Name: Bike Crew Post Easter 2023 Supplemental Budget Application</p> <p>Motion: DTE Organising Committee approve the Bike Crew budget application dated 29th of June 2023 for \$61.80.</p> <p>Hyperlink: https://data.dte.org.au/files/get_file.php?id=1490</p>	<p><i>Moved:</i> Marte Kinder</p> <p><i>Seconded:</i> Kathy Ernst</p> <p><i>Dec:</i> PBC</p>
<p>Carried Resolutions</p>	<p><i>Procedural</i></p>
<ul style="list-style-type: none"> ● That the Water Crew budget of \$2,450 be approved and placed on John Reid's card early in the new financial year. ● As discussed at the previous OC meeting a budget for the sum of \$4,837.85 for Riverina Watermatic to supply, install and commission a new water pump and associated control gear so as to reinstate the water supply at the Bylands site ● Budget application for the sum of \$150 to cover fuel and hardware costs for attending a working bee sheduled in July / August at the Bylands site to coincide with the installation of the water pump ● That a budget of \$ 4,950 be approved, and that funds be placed on the following card holders accounts early in the new financial year ● That Lance Nash be authorised to set up meetings of members to work towards providing recommendations of any modifications that may be required to ensure that DTE's rules are in accordance with Co-operatives ● DTE Organising Committee approve the Bike Crew budget application dated 29th of June 2023 for \$61.80. 	
<p>Actions to be taken</p>	<p><i>Procedural</i></p>

<ul style="list-style-type: none"> ● Suzi <ul style="list-style-type: none"> ○ ICT - Suzie to work with Andrew to facilitate the transfer into appropriate cardholder accounts, with corrected amounts (CPanel) and updated contingency figures per-invoice instead of as a single lump sum ○ New motor bore ○ \$150 to be transferred to Walter Padovani for the bylands working bee ○ Put 4999 onto Kevin Taylors Card ● Lance <ul style="list-style-type: none"> ○ Setting up Rules Working Group ● Kathy <ul style="list-style-type: none"> ○ Will transfer the Bike Crew budget 	
Next Meeting Date & Time Confirmation	27/07/2023 7:30PM

Meeting Ended	10:42PM
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