

Down-To-Earth (Vic) Cooperative Society Limited

Organising Committee Minutes

Date: 30/11/2023
Scheduled Start: 7:30 PM
Venue: n/a
Audio: <http://dte.coop/audiominutes>
Register on line: <https://dte.coop/register>
Zoom Connect: <https://dte.coop/zoom>
Phone Connect: (02) 8015 2088 Meeting ID Number 2362803699
Submit PDF version to: ocmail@dte.coop

#	Item	Raised by:			
1	Acknowledge and pay respect to the traditional owners and ongoing custodians of the land				
	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 endeavor 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.	<i>Rick Gill</i>			
2	Meeting Started	<i>Procedural</i>			
	7 :35 PM				
3	Meeting coordinators	<i>Procedural</i>			
	Chairperson: Mark Rasmussen Minute Keeper: Ellen Brogan Zoom Host/s: Time Keeper: Attendance monitor:				
4	Attendance OC Meeting attendance register https://dte.coop/online/oc-attendance	<i>Procedural</i>			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"> Aaron Shiperlee Ana Aguilar Andrew Mclean - V Andrew Hosie Charlie DT - V Brett Dalton - V Brian Denham Darrylle Ryan David Cameron - V </td> <td style="width: 33%;"> David Cruise - V David Wolfe Ellen Brogan Ian Hales - V Jack Wells Jason Thomas John Reid Kate Sarah Kevin Taylor - V </td> <td style="width: 33%;"> Lance Nash - V Malcolm Matthews - V Mark Rasmussen - V Marte Kinder - V Peter Tippett Ray Higgins - V Rick Gill Robin Macpherson - V Suzi Helson - V </td> </tr> </table>	Aaron Shiperlee Ana Aguilar Andrew Mclean - V Andrew Hosie Charlie DT - V Brett Dalton - V Brian Denham Darrylle Ryan David Cameron - V	David Cruise - V David Wolfe Ellen Brogan Ian Hales - V Jack Wells Jason Thomas John Reid Kate Sarah Kevin Taylor - V	Lance Nash - V Malcolm Matthews - V Mark Rasmussen - V Marte Kinder - V Peter Tippett Ray Higgins - V Rick Gill Robin Macpherson - V Suzi Helson - V	
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	V = Can Vote				

5	Confirmation of previous minutes	<i>Procedural</i>
	<p>Previous Minutes Dated : 26/10/2023 Minutes - Audio - Chat</p> <p>https://www.dte.org.au/minutes/2023-10-26%20OC%20Minutes.pdf</p>	<p><i>Mvd: BD</i> Sec:</p> <p><i>PBC</i></p>
6	Matters Arising	<i>Procedural</i>
	<ol style="list-style-type: none"> 1. Questions from the meeting about the fire break scraping to bare earth encouraging the box thorn. Discussion about critical timing of fire break. SH confirmed this action is going ahead. 2. A question from the meeting about the minutes not being updated on dte.coop. Web crew updated the issue during the meeting. 	
7	Correspondence - List	
	<p>20231027_December SGM Call for Motions.pdf 20231027_SGM_202312CallForResolutions.pdf 20231030_JR.OCM_Bank signatory motion.pdf 20231030_JR.OCM_Woorooma cameras.pdf 20231030_SH_Re_cameras_Re [Directors] Bank signatory motion.pdf 20231101_LLS_November Murray regional update.pdf 20231101_LLS_November Murray regional update.pdf 20231104_SH.RhinoTanks_Fwd Your water tank is due for its service.pdf 20231107_RH_Fw M.S.D.S.BOX.pdf 20231110_DC_From Dr Luke Smith of Specialist Event Medical - Victoria.pdf 20231110_DC_Fwd EOI from Rory McKenzie re 2024 Easter ConFest.pdf 20231112_SH_Bylands Bore Pump.pdf 20231112_SH_Riverina Watermatic Invoice 216270.pdf 20231115_MM_Re Report about first aid equipment.pdf 20231115_TBWater_Seasonal Determination Update.pdf 20231127_TBWater_Permanent & Temporary Parcels NOW AVAILABLE plus other Murray - Darling Basin related information.pdf</p> <p>Email Discussion</p> <ol style="list-style-type: none"> 1. Woorooma Camera's - Suzi H sent a response back about the cameras asking what direction they were pointing. John R answered the questions. 2. Email about First Aid Accom for Doctors - David Cameron 3. Malcolm M sent an email about collecting FA inventory from Denise's garage then reported the ongoing storage. Discussed quotes and said he would pay for it upfront then talk to the CC. He has labeled every box by number then added to a spreadsheet. What to do with some of the equipment - donate or dispose. 	<i>John Reid</i>
8	Budgets	
	Reimbursement for working bee - 255.00	
	<p>This is for work performed 3/11-7/11 under separate OC budgets. Radio installation, container footings and site ops container refurb. report has been submitted as a separate item</p> <p>Funding App</p>	<p><i>Mvd: BD</i> <i>Sec: SH</i></p> <p><i>PBC</i></p>
	Doctor accommodation with first aid storage and land care office - 6000.00	
	<p>We are now looking at sourcing and external medical team ongoingly . The doctor would prefer to stay on site in modern accommodation rather than driving to and from Moulamein. Ray Higgins has offered to gift his 40 foot container home which originally cost him \$ 18,000 (consisting of a bedroom , office space , kitchen and bathroom) that is currently in Melbourne . The cost of craning it out and transporting it to site is \$ 6000 six thousand dollars . The bedroom will be used by the Doctor with first aid storage , the middle space will be used as the land care office .</p> <p>Quote -</p>	<p><i>Mvd: KT</i> <i>Sec: BD</i></p> <p><i>PBM</i></p>

	Motion: To place \$ 6,000 on Kevin Taylor's card to pay for the crane and haulage to bring Ray's gifted container from Melbourne to site	
ICT/Tech Team Quarterly Budget - 4950.00		
	The ICT Tech Team is requesting its 3rd quarter draw down on its appropriation Item List Motion: The OC approves the 3rd Quarter ICT budget of \$4950.00	Mvd: RM Sec: SH PBC
Reimbursement - infoabout.net.au - 539.00		
	Reimbursement of \$539 to David Cruise for infoabout.net.au 2023	Mvd: SH Sec: DC PBC
Starlink set up - 3000.00		
	The Internet and Cottage phone at Woorooma has been unreliable, this has been ongoing for a few years now. We have a responsibility to provide a solid phone connection and internet for Volunteers that go to site. Starlink has been talked about for sometime. I would like the OC to approve the installation of Starlink at Woorooma. The number of connections required is open for discussion. Motion: The OC approves the Budget of \$3,000 for the set up of Starlink at Woorooma, the total cost will depend on the number of connections agreed upon by the OC.	Mvd: SH Sec: RM PBM
Payments		
	<ol style="list-style-type: none"> 1. \$539 to David Cruise personal bank account 2. \$3000 for Starlink quote - Suzi Helson DTE Card 3. \$255.00 to Brett Dalton as reimbursement (DTE Card was not ready) 4. \$4950.00 Suzi work with ICT to distribute the funds per breakdown by ICT. 5. \$6000 Suzi work with KT to pay the invoice from haulage company 	
10	Action Tasks	
	OC Action list - https://dte.coop/oc-tasks John Reid - Water crew to chase up Rhino tank service and report back. John R reported that he filled up two water tanks whilst at site recently. Suzi H - follow up with Kathy. Is she is still managing the selling of the allocation of the water rights. David Cruise - email Suzi Helson his BSB and ACC to be reimbursed. Ray Higgins - prepare the container site, container to be up on footings and underneath closed off from snakes. mice and frogs.	
12	Motions	
	SiteOps Working Bee report	
	Tabling the report from the working bee conducted by siteops 3/11 to 7/11 Link - PDF	Mvd: KT
Top up Andrew Wilkinson's card with \$ 836.12		
	Top up Andrew Wilkinson's card re 27/9/23 Ron Hardwick - NGK spark plug \$ 8 , G'field ride on blade kit \$ 48 , AG spares pin spanner \$ 12.70 , Taskers 2 x Howard/Daken slasher blades \$ 52.47 - 2 x Hex bolts \$ 19.37 - 3 x Linch pins \$ 2.85 - 4 x Linch pins\$ 5.30 also 13/10/23 Taskers workshop job - repair PTOs & clutch \$ 679.42 Motion: Top up Andrew Wilkinson's card in mid February 2024 with \$ 836.12	Mvd: KT Sec: SH PBC
12.1	OC Volunteer Allowances	
	1 / No reimbursement for food or accommodation getting to or from Woorooma or Bylands site for a working bee will be covered by DTE. 2 / The MAXIMUM round trip fuel claim or public transport with receipts for volunteers coming to site for a working bee that DTE will approve will be :- Travelling from :- Victoria \$ 200 , South Australia \$ 300 , New South Wales \$ 400 , Queensland \$700 . However	Mvd: KT Sec: SH PBM

	<p>volunteers on onsite for less than four days may only claim a pro rata rate ie. Two days on site only 50%</p> <p>3 / On Woorooma or Bylands sites an allowance of a maximum of \$12 per person per day for moderately priced food and non alcoholic drinks during the working bee .</p> <p>4 / When requested by the working bee facilitator to travel more than 70 kilometres off either Woorooma or Bylands site during a working bee to pick up a person, materials or supplies , up to \$20 per person allowance for lunch with receipts may be claimed .</p> <p>5 / To qualify for fuel reimbursement volunteers need to fill in an activity sheet with an average of 4 hours per day overall at a working bee , some days less , other days more hours - depending on individual energy levels on the day , weather conditions etc .</p> <p>6 / Within 60 days of completion of a Working Bee , a detailed project report including information under the following headings :- completed works with photos , attendees register , first aid , conflict resolution , testimonials and final expenditure to be forwarded on to the Directors and the CC .</p> <p>The Motion: Upgrading the OC working bee allowances and guidelines so as to reflect today's costs</p> <p>View File</p>	
12..2	Fixed Asset Register	
	<p>The auditor recently asked: What is the policy on selling Fixed Asset's of DTE? Discussion, maybe a motion comes out of it</p> <p>Working Doc Carried over to next meeting due to running out of time.</p>	<i>Mvd: RM</i>
12.3	Director Access to Cameras	
	<p>There was much discussion and angst about cameras being installed at Woorooma, prior to their being installed. The motion that was passed at the time was very clear about limiting access to the cameras. This motion is to extend those permissions to the directors.</p> <p>Motion: That any sitting director may be granted view access to the Woorooma cameras upon request. This is to be person-based, and for the duration of the directorship.</p>	<p><i>Mvd: JR</i> <i>Sec: RM</i></p> <p><i>PBC</i></p>
13	Carried Resolutions	<i>Procedural</i>
	<ol style="list-style-type: none"> 1. Reimbursement \$539 to David Cruise for infoabout.net.au 2023 2. The OC approves the Budget of \$3,000 for the set up of Starlink at Woorooma, the total cost will depend on the number of connections agreed upon by the OC. 3. That any sitting director may be granted view access to the Woorooma cameras upon request. This is to be person-based, and for the duration of the directorship. 4. The OC approves the 3rd Quarter ICT budget of \$4950.00 5. To place \$ 6,000 on Kevin Taylor's card to pay for the crane and haulage to bring Ray's gifted container from Melbourne to site 6. Top up Andrew Wilkinson's card in mid February 2024 with \$836.12 7. To Upgrade the OC working bee allowances and guide lines so as to reflect today's costs. 	
14	<u>Next Meeting Date & Time Confirmation (or expectation)</u>	<i>Procedural</i>
	28/12/2023 at 7:30PM	
15	<u>Meeting Ended</u>	<i>Procedural</i>
	10.32 PM	