

# (Draft) Board Minutes

**Date** 07/03/2024  
**Venue** Zoom Room  
**Scheduled Start:** 7:30 PM  
**Audio:** <http://dte.coop/audiominute>  
**Register online:** <https://dte.coop/register>  
**Zoom Connect:** <https://dte.coop/zoom>  
**Phone Connect:** (02) 8015 2088 Meeting ID Number 2362803699  
**Submit PDF version tp:** secretary@dte.coop

#	Item	Raised by:
1	<b><u>Acknowledge and pay respect to the traditional owners and ongoing custodians of the land</u></b>	
	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.	<i>Read by lance Nash</i>
2	<b><u>Meeting Started</u></b>	<i>Procedural</i>
	07:43PM	
3	<b><u>Meeting coordinators</u></b>	<i>Procedural</i>
	<b>Chairperson:</b> Robin Macpherson <b>Minute Keeper:</b> Ellen Brogan <b>Zoom Host/s:</b> <b>Attendance monitor:</b>	
4	<b><u>Attendance</u></b> <b>Board Meeting attendance register</b> <a href="https://dte.coop/online/brd-attendance">https://dte.coop/online/brd-attendance</a>	<i>Procedural</i>

Andrew Hosie Andrew Mclean - D Brett Dalton Bryan Isaacs Charlie Dalton-Twist Chris Selwood Clifford Hayes David Cameron David Cruise David Wolfe Ellen Brogan	Georgina Helliwell Glenn Raby Helen Laub Ian Hales Janni Vann Der Laan Jessica Jane Townsend John Reid Keith Tatley Kevin Taylor Kim Chadwick Lance Nash - D	Lindy Hunt Malcolm Matthews - D Marie Sitter Marte Kinder Michelle Baker Rick Gill Robin Macpherson - D Rory Page Shardae - D - Late Susan Helson - D - Late Simone Monet Tom Haynes Viv Laroulette
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Noted:  
Andrew Mclean was not answering his mic at 8.13pm and was therefore not included in quorum at this time. Andrew responded at 8.23pm.  
Suzie Helson arrived at the meeting with an apology at 8.15pm.

**5 Director Inactivity Credits at start of meeting**

Date	Andrew	Robin	Susie	Brian	Malcolm	Shardae	Lance
07/03/24			1	4		1	
01/02/24							
04/01/24					4		
07/12/23					4		
02/11/23							
05/10/23							
07/09/23							
03/08/23					4		
06/07/23							
01/06/23							
04/05/23	4	4	4	4	4	4	4
06/04/23							
<b>Total</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>16</b>	<b>5</b>	<b>4</b>

**6 Confirmation of previous minutes** *Procedural*

**Previous Minutes Dated :** 01/02/2024 [Draft - Minutes - Audio - Chat](#)

**Corrections:**

*Mvd: Lance Nash  
Sec: Malcolm Mathews  
**PBC***

**7 Matters Arising** *Procedural*

1. MM - 6 items that were noted in previous Board meetings as not arriving in time that haven't been noted in this meeting's agenda such as a member application, important update from Bank Australia and 3 pieces of correspondence from MM that he hasn't heard any response about and also the Marte Kinder correspondence needed to have a dissenting report attached to the MBC.
2. RM discussed the Bank Australia merger, the 3 correspondence from MM needs to be located by Robin in particular the dissenting report.
3. In the correspondence it suggests a pdf however the pdf attached to the correspondence is not included and therefore can not be read.
4. RM to locate the two webinar links
5. MM - perhaps he could bring this up in the OC correspondence as well to ensure members all get to read the attachments.

**8 Board Action List**

**COPY THIS SECTION FROM PREVIOUS MINUTES**

**Ongoing**

LN	ANZ Bank	ongoing
SH	That DTE formally adopt and promote our Sexual Abuse Policy.	ongoing
Sec	To follow up where the phone accounts are being emailed as the OC have not received one forwarded by the Secretary for some time	New
SH	Suzie to call the Tax Dept to find out DTE outstanding tax bill	New

**Completed**


**9 Correspondence - [List](#)**

**Incoming**

- 20240201 Refunds for Presence Tents Volunteer.pdf
- 20240201 Re: [DTE CC] ConFest Ambulance report.pdf
- 20240201 Recommendations from Mapien.pdf
- 20240203 Bank Card.pdf

*Mvd: Lance Nash  
Sec: Robin Macpherson  
  
PBC*

20240204 Recommendations from Mapien.pdf  
 20240205 Re: Debit Card.pdf  
 20240205 Debit Card.pdf  
 20240206 Site visit to Woorooma (Moulamein).pdf  
 20240206 Change of personnel - Mapien.pdf  
 20240206 Re: [Directors] Kristy Cairns - Signatory to Bendigo Bank accounts.pdf  
 20240206 CAV Extract-G0001791N.pdf  
 20240206 Kristy Cairns - Signatory to Bendigo Bank accounts.pdf  
 20240206 Changes to Cardholders - Bendigo Bank - 06:02:2024.pdf  
 20240206 CAV Tax invoice-16283989.pdf  
 20240206 Request for copies of documents- Down to Earth (Victoria) Co-operative Society Ltd.pdf  
 20240206 Sexual harassment workshops.pdf  
 20240208 Important update about upcoming maintenance.pdf  
 20240209 Your PO Box lease has been renewed.pdf  
 20240209 Domain: dte.coop Renew Now.pdf  
 20240209 Payment for your PO Box is due soon.pdf  
 20240210 Invoice #8329: Created.pdf  
 20240210 RE Consumer affairs Vic notification.pdf  
 20240210 Down to Earth Vic Co-Operative Society Ltd, all about your Term Deposit.pdf  
 20240210 RE Legal Opinions.pdf  
 20240211 RE Community of Directors Webinar.pdf  
 20240211 March SGM Notice.pdf  
 20240213 Carbon Project Registration with the Clean Energy Regulator (CER).pdf  
 20240213 Re: Invoice RE: Pretty Pine RdMoulamein NSW 2733 : Job # 2563.pdf  
 20240213 Fwd: Invoice RE: Pretty Pine RdMoulamein NSW 2733 : Job # 2563.pdf  
 20240214 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  
 SGMNotice 202403.pdf  
 20240215 Deformation..pdf  
 20240216 Invoice #8369: Paid.pdf  
 20240217 Letter advising of VNI West Preferred Route Report in relation to holding of Down To Earth (Victoria) Co-op Society Ltd [Sensiti....pdf  
 20240218 Re: [Directors] RE Legal Opinions.pdf  
 20240218 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.ps  
 20240219 Rays power usage contabution !.pdf  
 20240219 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  
 20240219 Re: RE Legal Opinions.pdf  
 20240222 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  
 20240223 Clean Energy Regulator Account.pdf  
 20240223 Draft Carbon Planting Implementation Plan for your Conservation Area.pdf  
 20240225 Security and body cameras.pdf  
 20240226 Bendigo Bank Debit Card.pdf  
 20240226 February Co-op Federation Newsletter 🌱.pdf  
 20240228 Fwd: [Directors] Fwd: Invoice INV-1206 from Moora Moora Co-operative Community Ltd for Down to Earth.pdf  
 20240229 Receipt for payment to Specialist Event Medical - Victoria.pdf  
 20240301 Fwd: [Directors] Right to have DTE funding - Craig Newcombe.pdf  
 20240304 This needs to stop.pdf  
 20240304 New Member Application.pdf  
 20240304 Re: Clean Energy Regulator Account.pdf  
 20240307 Rates Bylands.pdf  
 20240307 Fwd: Water Test results.pdf  
 20240307 Woorooma Rates.pdf

**Outgoing**

20240204 Re: Re Complaint about <redacted>.pdf

	<p>20240204 Re: RE Complaint about &lt;redacted&gt; includes cc to complaints@.pdf  20240204 Fwd: Mail delivery failed: returning message to sender.pdf  20240204 Re: RE Complaint about &lt;redacted&gt;.pdf  20240205 Fwd: DTE Finance Meetings for 2024.pdf  20240205 Fwd: Debit Card.pdf  20240205 Re: DTE Acknowledgement of my Feedback.pdf  20240213 Notice of DTE SGM Tuesday12th March 2024.pdf  20240213b Notice of DTE SGM Tuesday12th March 2024.pdf  20240214 Fwd: Your PO Box lease has been renewed.pdf  20240218 Re: RE Legal Opinions.pdf  20240218 Re: RE Consumer affairs Vict notification.pdf  20240218 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  20240220 Down To Earth - Kate Shapiro.pdf  20240220 Down To Earth - Jon Fetherstone.pdf  20240220 Fwd: Down To Earth - John Fetherstone.pdf  20240220 Re: RE Legal Opinions.pdf  20240220 Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  20240222 Fwd: Re: [DTE Inactive Members] Notice of DTE AGM Tuesday 20th February 2024.pdf  20240305 : Fwd: New Member Application.pdf</p>																					
<b>10</b>	<b>Membership and Activity forms - <a href="#">Link</a></b>																					
	<p>That the following membership applications be approved</p> <table border="1"> <thead> <tr> <th>Folio #</th> <th>Surname</th> <th>Firstname</th> </tr> </thead> <tbody> <tr> <td>1958</td> <td>Andrew</td> <td>Forbes</td> </tr> </tbody> </table>	Folio #	Surname	Firstname	1958	Andrew	Forbes	<p><i>Mvd: Lance Nash  Sec: Suzie Helson  PBC</i></p>														
Folio #	Surname	Firstname																				
1958	Andrew	Forbes																				
<b>11</b>	<b>Budgets - <a href="#">Funding Applications</a></b>																					
	<b>Title</b>																					
	None																					
<b>12</b>	<b>Payments</b>																					
	None																					
<b>11</b>	<b>Relevant Forms &amp; Folders</b>																					
	<p><b>FUNDING APPLICATIONS FORM</b> - <a href="https://dte.coop/budgets">https://dte.coop/budgets</a>  <b>MEMBERSHIP APPLICATION FORM</b> - <a href="https://dte.coop/membership">https://dte.coop/membership</a>  <b>ACTIVITY FORM</b> - <a href="https://dte.coop/activity-form">https://dte.coop/activity-form</a></p>																					
<b>12.1</b>	<b>Motions By Circular - <a href="#">List</a></b>																					
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<b>13.</b>	<b>Agenda Items Motions</b>																		
<b>13.01</b>																			
	None																		
<b>14</b>	<b><u>Carried Resolutions</u></b>												<i>Procedural</i>						
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1958	Andrew	Forbes																	
<b>14</b>	<b><u>Next Meeting Date &amp; Time Confirmation (or expectation)</u></b>												<i>Procedural</i>						
	04/04/2024 at 7:30PM																		
<b>15</b>	<b><u>Meeting Ended</u></b>												<i>Procedural</i>						
	8.29 PM																		