

Down-To-Earth (Vic) Cooperative Society Limited

(Draft) ConFest Committee Minutes

Date: 21/03/24
Time: 7:30 PM
Venue: n/a
Register: <https://dte.coop/register>
Zoom: <https://dte.coop/zoom>
Phone: (02) 8015 2088 Meeting ID Number 2362803699
CC Minutes [DTE Library CC Minutes](#) **Email:** ccmail@dte.coop

#	Item (01 Weeks to ConFest)	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 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 Cliff Hayes</i>																																																
2	Meeting Started	<i>Procedural</i>																																																
	7 : 41 PM																																																	
3	Meeting coordinators	<i>Procedural</i>																																																
	Chairperson: Mark Rasmussen Minute Keeper: Ellen Brogan Zoom Host/s: Time Keeper: Attendance monitor: Robin Macpherson																																																	
4	Attendance Please Register your attendance You can check here for your Past Attendance	<i>Procedural</i>																																																
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5	Confirmation of previous minutes		<i>Procedural</i>
	<p>Previous Minutes Dated : 14/03/2024 Draft - Minutes - Chat - Audio</p> <p>Corrections: (Corrections are not matters arising, corrections are to correct errors in the draft before approving the minutes)</p> <p>none</p>		<p><i>Mvd:</i> <i>Ellen Brogan</i> <i>Sec:</i> <i>Glenn Raby</i></p> <p>PBC</p>
6	Matters Arising - This is to update members on items from the last meeting.		<i>Procedural</i>
	none		
7	Correspondence - List		
	1. Wellness setup please agenda item for 21st March CC meeting		
8	Budgets - Funding Applications - Event Budget		
8.01	Silent Disco chasing %50 Invoice Payments		
	<p>Description Silent Disco budget was approved and are desperate to have a partial payment of invoices paid so that crew can leave Sydney as intended this evening.</p>	<p>Discussion We understand we submitted late in the planning of ConFest and that Finance team are on site with pressing responsibility, we are desperate for a few payments to go ahead please</p> <p>Robin Macpherson has agreed to be a surrogate DTE Card then transfer the funds.</p> <p>Brian Denham has confirmed that the insurance (underwriters) have approved Silent Disco for amplified music. Along with Open Stage.</p>	<p><i>Mvd:</i> <i>Michelle Baker</i></p>
	Ticket Box Welcome Lounge - \$1500		
	<p>Description: Given that we are now going to have a crowd at the ticket box overnight Tent Floor covering Table - Coffee/Tea</p>	<p>Motion that \$1,500 be put aside for a space for those staying at the Ticket Box. Payment Invoice Details - Link</p>	<p><i>Mvd: Robin Macpherson</i></p> <p><i>Sec: Kevin Taylor</i></p> <p>PBC</p>
	Wellness Budget		
	<p>Description: Wellness needs a space with enclosed walls due to the sensitivity of their service and currently does not have one</p>	<p>Discussion Tarp Mahal has offered a spare tent with sides. With a rope around bottom a metre off the ground</p> <p>Site Ops has offered surplus budget from this team's budget.</p> <p>David Wolfe and Andrew Hosie have offered items to partition and soft furnish the space.</p>	<p><i>Mvd:</i> <i>David Cameron</i></p>

		Site Manager to put the call out to Villages to contribute what they can from spares. Villages Coordinator will coordinate essential items required to the Villages	
	That the Fitzroy Arts Collective have had	That the meeting approves to reassign the Fitzroy Arts Collective Budget to Rob Leg Bagg	<i>Suzie Charlie</i>
9	Payments		
	1.		
10	Action Tasks		
	Ongoing		
	AM	Andrew McLean to supply Nathan Barry with corflute boards for Loo use AM - We have 25 to pickup from Frankston. I have a lead, so I'll let you know more. They are standard size 900x600. 20240312 - AM in Melbourne tonight. So I hope to organise more Glenn Raby to collect corflutes	
	EB	Ellen to contact Michelle Baker to confirm reimbursements process	completed
	SH	Suzi to transfer the required funds as reimbursements to Silent Disco as per budget passed.	superseded by new action
	MM	Malcolm Mathews to contact Kevin T about the Apple computer that was found in the First Aid container.	ongoing
	SH	Suzie Helson pay the sand and trolley invoices Confirmation from Emma Bennet from Market sand	
	Site Managers	Facilitators present at CC to report to associated Facilitators such as First Aid, Welcome, Site Ops of the c front gate closure motion for 7pm. Noted this information is already on the tickets so the general community volunteers are already aware of.	
	Completed		
	AM	Andrew McLean to supply Nathan Barry with corflute boards for Loo use AM - We have 25 to pickup from Frankston. I have a lead, so I'll let you know more. They are standard size 900x600. 20240312 - AM in Melbourne tonight. So I hope to organise more Glenn Raby to collect corflutes	completed
	AH, RM	Ahosie, Robin Macpherson, to workshop hiring PC's or laptops Kevin has hired the PC's	completed
	New		
	RM	Has agreed to be surrogate to Silent Disco budget and then reimburse the crew.	
	SH	To transfer the funds to to Robin Macpherson's card for Silent Disco needs to have approval by two other Directors to	
	Site Managers	Facilitators present at CC to report to associated Facilitators of the front gate closure motion for 7pm	
	EB, BD, BDal	Brian and Brett offered to provide content from the EMP to map this role directly to the Council submission.	
	David C, Aaron, David W, AHosie, Site Ops	To liaise with David Cameron to provide items listed by David C and Leharina Black as needed to support Wellness Space with partitions, soft furnishings. Site Ops has offered spare budget funds to support Wellness will liaise.	

	SH	To liaise with Rob Leg Bagg to reassessing the Fitzroy Arts Collective funding for Arts related activities to Rob Leg Bagg DTE Card.	
11	Reports		
12	Motions		
12.1	Vehicle use at the Confest site after dark		
	<p>Description</p> <p>Recently there has been a bit of discussion on line about driving around the Confest site at night. Basically, after dusk. The DTE Board has indicated that safety is the main priority when it comes to operating a vehicle on the ConFest site. Also, the Site Set Up Coordinators, Suzie, Aaron and myself will be working with volunteers to minimise driving around at night. So, I am posing some questions to the Confest Committee for feedback and clarification so everyone understands what the restrictions are on driving at night. These are some of the questions I would like answered.</p> <p>What time are vehicles supposed to stop entering the site? What time are Confest vehicles supposed to stop operating? What is a safe time to limit driving across the site? Does this include access to the carpark areas?</p> <p>What about in the morning? When can vehicles enter the site? What about driving around during the set up period?</p>	<p>Motion</p> <p>Motion: That gates close at the ticket box at 7:00PM to allow cars to filter into the car Park and through Welcome.</p>	<p><i>Mvd:</i> <i>Mark Rasmussen</i> <i>Sec:</i> <i>Brett Dalton</i></p> <p>PBC</p>
12.2	Discussion of Site Manager Role		
	<p>Description</p> <p>A small workgroup of former Site Managers and a few current Site Managers have developed a role description to be discussed by the CC. The role description can be developed annually according to feedback from the community</p> <p>...</p>	<p>Motion</p> <p>No motion</p> <p>Link to Role Description</p> <p>Brian and Brett offered to provide content from the EMP to map this role directly to the Council submission.</p>	<p><i>Mvd:</i> <i>Ellen Brogan</i></p>
12.3	Village rubbish and storage onsite		
	<p>Description</p> <p>This year, volunteers have spent days cleaning up rubbish.</p>	<p>Motion</p> <p>If any village leaves rubbish onsite after Confest, they jeopardise funding for the next Confest.</p>	<p><i>Mvd:</i> <i>Andrew Maclean</i> <i>Sec:</i> <i>Suzi Helson</i></p> <p>PBC PBM Failed Withdrawn</p>
13	Carried Resolutions		
	<i>Procedural</i>		

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14	Next Meeting Date & Time Confirmation (or expectation)	<i>Procedural</i>						
	DD/MM/YYYY at 7:30PM - Draft Minutes							
15	Meeting Ended	<i>Procedural</i>						