

Down-To-Earth (Vic) Cooperative Society Limited

(Draft) Board Minutes

Date 04/04/2024
Venue Zoom Room
Scheduled Start: 7:30 PM
Audio: <http://dte.coop/audiominute>
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: secretary@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 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</i> <i>Robin Macpherson</i>																														
2	Meeting Started	<i>Procedural</i>																														
	7 : 38 PM																															
3	Meeting coordinators	<i>Procedural</i>																														
	Chairperson: Robin Macpherson Minute Keeper: Ellen Brogan Zoom Host/s: Attendance monitor:																															
4	Attendance Board Meeting attendance register https://dte.coop/online/brd-attendance	<i>Procedural</i>																														
	<table border="1"> <tr> <td>Andrew Mclean</td> <td></td> <td></td> </tr> <tr> <td>Brian Denham</td> <td></td> <td></td> </tr> <tr> <td>Ellen Brogan</td> <td></td> <td></td> </tr> <tr> <td>Jack Wells</td> <td></td> <td></td> </tr> <tr> <td>Malcolm Matthews</td> <td></td> <td></td> </tr> <tr> <td>Mark Rasmussen</td> <td></td> <td></td> </tr> <tr> <td>Ray Higgins</td> <td></td> <td></td> </tr> <tr> <td>Rick Gill</td> <td></td> <td></td> </tr> <tr> <td>Robin Macpherson</td> <td></td> <td></td> </tr> <tr> <td>Susan Helson</td> <td></td> <td></td> </tr> </table> <ul style="list-style-type: none"> • V= Can Vote 	Andrew Mclean			Brian Denham			Ellen Brogan			Jack Wells			Malcolm Matthews			Mark Rasmussen			Ray Higgins			Rick Gill			Robin Macpherson			Susan Helson			
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5	Director Inactivity Credits at start of meeting																															

Date	Andrew	Robin	Susie	Brian	Malcolm	Shardae	Lance
04/04/24						?	
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
Total	4	4	5	8	16	5	4

6	Confirmation of previous minutes	<i>Procedural</i>															
	<p>Previous Minutes Dated : 07/03/2024 Draft - Minutes - Audio - Chat</p> <p>Corrections:</p>	<p><i>Mvd: Suzi Helson</i> <i>Sec: Andrew McLean</i></p> <p>PBC</p>															
7	Matters Arising	<i>Procedural</i>															
	<ol style="list-style-type: none"> 1. None 2. 																
8	Board Action List																
	<p>Ongoing</p> <table border="1"> <tr> <td>LN</td> <td>ANZ Bank</td> <td>ongoing</td> </tr> <tr> <td>Sec</td> <td>To follow up where the phone accounts are being emailed as the OC have not received one forwarded by the Secretary for some time. Telstra, Optus and Vonex.</td> <td>ongoing</td> </tr> <tr> <td>Sec</td> <td>That the secretary will raise the DTE tax free status discussion with the Auditor and report back to the Board.</td> <td>NEW</td> </tr> </table> <p>Completed</p> <table border="1"> <tr> <td>SH</td> <td>That DTE formally adopt and promote our Sexual Abuse Policy.</td> <td>completed</td> </tr> <tr> <td>SH</td> <td>Suzie to call the Tax Dept to find out DTE outstanding tax bill</td> <td>completed</td> </tr> </table>	LN	ANZ Bank	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. Telstra, Optus and Vonex.	ongoing	Sec	That the secretary will raise the DTE tax free status discussion with the Auditor and report back to the Board.	NEW	SH	That DTE formally adopt and promote our Sexual Abuse Policy.	completed	SH	Suzie to call the Tax Dept to find out DTE outstanding tax bill	completed	
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9	Correspondence - List							
	<p>Incoming 20240410 Re inactive membership.pdf 20240410 Official complaint regarding 28th September 2022.pdf 20240410 Fwd: Official complaint.pdf 20240412 Receipts for Purchases.pdf 20240412 Re: Receipts for Purchases.pdf 20240412 Fwd: [Directors] Response - <Redacted>.pdf 20240318 Re: 2024 Autumn ConFest Village 24 Hour New Volunteer Ticket Invitation.pdf 20240318 RE Health advice from Dept of Health.pdf 20240325 site.pdf 20240326 Important information about Barmah Choke trade.pdf 20240326 Important deadlines to register your carbon planting project.pdf 20240326 VNI West - Preferred Route Report published [26 March 2024].pdf 20240327 March Co-op Federation Newsletter 📧.pdf 20240328 Invoice INV-6356 from Big Little Numbers Pty Ltd for Down to Earth (VIC) Cooperative Society Ltd.pdf 20240403 Re: [Directors] Leave of Absence. Directors Meeting. 04:04:24.pdf 20240403 Leave of Absence. Directors Meeting. 04:04:24.pdf 20240404 Re: [Directors] Leave of Absence. Directors Meeting. 04:04:24.pdf 20240404b Re: [Directors] Leave of Absence. Directors Meeting. 04:04:24.pdf</p> <p>Outgoing 20240307 Fwd: Water Test results.pdf 20240311 Re: Re inactive membership.pdf 20240312 Re: Receipts for Purchases.pdf 20240325 Down To Earth - Marte Kinder 2024 Volunteer.pdf 20240404 Fwd: Invoice INV-6356 from Big Little Numbers Pty Ltd for Down to Earth (VIC) Cooperative Society Ltd.pdf</p>	<p><i>Mov: Suzi Helson Sec: Andrew McLean</i></p> <p>PBC</p>						
10	Membership and Activity forms - Link							
	<p>That the following membership applications be approved</p> <table border="1" data-bbox="196 1357 713 1447"> <thead> <tr> <th data-bbox="196 1357 320 1402">Folio #</th> <th data-bbox="320 1357 477 1402">Surname</th> <th data-bbox="477 1357 713 1402">Firstname</th> </tr> </thead> <tbody> <tr> <td data-bbox="196 1402 320 1447"></td> <td data-bbox="320 1402 477 1447"></td> <td data-bbox="477 1402 713 1447"></td> </tr> </tbody> </table>	Folio #	Surname	Firstname				
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11	Budgets - Funding Applications							
	None							
12	<u>Payments</u>							
	None							
11	Relevant Forms & Folders							
	<p>FUNDING APPLICATIONS FORM - https://dte.coop/budgets MEMBERSHIP APPLICATION FORM - https://dte.coop/membership ACTIVITY FORM - https://dte.coop/activity-form</p>							
12.1	Motions By Circular - List							

	<table border="1"> <thead> <tr> <th>proposed</th> <th>passed</th> <th>Motion</th> <th>A</th> <th>S</th> <th>M</th> <th>S</th> <th>B</th> <th>R</th> <th>L</th> </tr> <tr> <td></td> <td></td> <td></td> <td>M</td> <td>H</td> <td>M</td> <td>R</td> <td>D</td> <td>M</td> <td>N</td> </tr> </thead> <tbody> <tr> <td>BD</td> <td>Y</td> <td>That the Board ratifies Version 1.6 of the vehicle, machinery and trailer policy effective immediately.</td> <td>Y</td> <td>Y</td> <td>-</td> <td>-</td> <td>P</td> <td>Y</td> <td>Y</td> </tr> </tbody> </table>	proposed	passed	Motion	A	S	M	S	B	R	L				M	H	M	R	D	M	N	BD	Y	That the Board ratifies Version 1.6 of the vehicle, machinery and trailer policy effective immediately.	Y	Y	-	-	P	Y	Y	
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13.	Agenda Items Motions																															
13.01	White Keys																															
	Description There are white keys with people that have not returned them and should have. Return by 4th May			Motion The secretary to write to White key holders asking for the keys return.						<i>Mvd: Andrew McLean Sec: Robin Macpherson</i> PBC																						
14	Carried Resolutions									<i>Procedural</i>																						
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14	Next Meeting Date & Time Confirmation (or expectation)									<i>Procedural</i>																						
	02/05/2024 at 7:30PM																															
15	Meeting Ended									<i>Procedural</i>																						
	8: 17 PM																															