

Down-To-Earth (Vic) Cooperative Society Limited

Organising Committee
Executive arm of DTE

Minutes

Date: **25/11/2021**

Time: **7:30pm**

Venue: **Online via Zoom data.dte.org.au**

Online: **<https://dte.coop/live.meeting>**

1	<u>Meeting Started</u>	<i>Procedural</i>
	7.59PM	
2	<u>Election of Chair</u>	<i>Procedural</i>
	Confirmation of Chairperson: Caryn Kettle, 9.00PM Kevin Taylor, 9.11PM Caryn Kettle Confirm Minute Keeper: Suzie Helson Host: John Reid, Co Host: Caryn Kettle	
3	<u>Acknowledgement of Country – Caryn Kettle</u>	
	We acknowledge and pay respect to the past, present and future Traditional Custodians and Elders of Quandamooka Nations and their continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples. I would like to add the Wemba Wemba tribe in there because it is their land that we celebrate Confest on. There are three clans that comprise the Quandamooka peoples, they are the Nunukul, now know as Moreton Island, Goenpul and the Ngugi.	
4	<u>Attendance</u>	<i>Procedural</i>
	Andrew Wilkinson Caryn Kettle Chris Wilson Darren Geraghty Darrylle Ryan David Cruise Deb Moerkerken Ian Hales John Magor John Reid Kathy Ernst Kevin Taylor	Lance Nash Lindy Hunt Malcolm Matthews Mark Helson Marte Kinder Peter Tippet Rick Gill (no voice check but confirmed in chat) Suzie Helson Trevor Pitt Vanessa Ernst Viola Morris Apology from Tania Morsman

5	<u>Confirmation of Previous Meeting Minutes</u>	<i>Procedural</i>
	Minutes from OC Meeting 28/10/2021 Minutes 11/11/21 Deferred	<i>Moved: Suzie Helson Seconded: Caryn Kettle PBC</i>
	<u>Matters Arising</u>	
6	<u>Task Check List</u>	<i>Procedural</i>
	<p>Pay Storage King Invoice # 1015488 for \$170 for storage till 21/11/21 by bank transfer. Suzie Helson to action - COMPLETED</p> <p>The OC investigates the domain name 'confest.community'. Not noted who was taking on this task. Malcolm advised that this was finalised previous meeting, DTE paying but this is in Troy Reid's name and after AGM perhaps something for the Board to look at. Lindy Hunt advised that several years ago Troy Reid took out several domain names to prevent them being used by other than DTE. COMPLETED</p> <p>That John Reid be given the current password for the dte.coop server. - John Magor to task with John Reid in relation to the password. ONGOING</p> <p>That Trevor Pitt writes to the Board on behalf of the OC. To confirm that the OC is responsible for running the AGM and the Election. As per the DTE rules And thus the OC rejects the recent motions from the Board relating to the AGM and Election. COMPLETED, no response received from the Board.</p> <p>The removal of First Aide equipment from Storage King to Denise Banville's. COMPLETED, Kathy confirmed that no monies are outstanding to Storage King.</p>	<p>NO PROGRESS WORK IN PROGRESS COMPLETE NO LONGER RELEVANT TAKEN OVER BY ?</p>
7	<u>Correspondence / Payments</u>	<i>Procedural</i>
	<p>OCM20211028BoD_AGM_Member Notice - AGM Rescheduled to 30 November 2021 pdf OCM20211028BoD_AGM.pdf OCM202111025KT_DecWorkingBee.pdf OCM20211103_Origin electricity invoice_200017877156_03112021_214448.pdf OCM20211108BoD_2021 Notice of Annual General Meeting - Down To Earth (Victoria) Co-operative Society Limited.pdf OCM20211108BoD_AGM.pdf OCM20211115SK_Invoice-1016077.pdf OCM20211125WaterNSW_Customer feedback - Nov 2021.pdf OCM20211125WaterNSW_Invoice_CIV.pdf OCM20211125WaterNSW_Regulated Customer Newsletter Dec 2021.pdf</p>	
8	<u>WH&S</u>	<i>Procedural</i>

9	Agenda Item - 13587	
	<p>Agenda item: NSW Water invoice</p> <p>Agenda details:</p> <p>Motion: That the NSW Water invoice for \$259.38 be paid.</p> <p>Item by: John Reid https://data.dte.org.au/files/OCM20211125WaterNSW_Invoice_CIV.pdf</p>	<p><i>Moved: Suzie Helson Seconded Lindy Hunt PBC</i></p>
	Agenda Item – 13569/13588	
	<p>Agenda item: FMV Insurance Invoice 13464</p> <p>Agenda details:</p> <p>Motion: That the OC pays Arcuri Farm Motor Vehicle Insurance Invoice number 00367759 for \$3300.</p> <p>Item by: Kathy Ernst data.dte.org.au/files/FMV%20Renewal%20Invoice-Down%20To%20Earth%20VIC%20CoOpera-24B2634273-367759.pdf</p>	<p><i>Moved: Kathy Ernst Seconded Kevin Taylor PBC.</i></p>
	Agenda Item -	
	<p><u>Motion: That David Cruise contact and discuss with Murray Ross the possibility of selling our Water Allocation.</u></p>	<p><i>Moved: David Cruise Seconded Suzie Helson PBC</i></p>
	Agenda Item – 13584	
	<p>Agenda item: Application for extra funding for December working bee</p> <p>Agenda details: Now that NSW and Victorians are able to come to site , there is a lot to do to start getting the site in shape . Lift container then move the front gate container 180 degrees , finish the bunk room and weeds</p> <p>Motion: Now that NSW and Victorians are able to come to site , there is a lot to do to start getting the site in shape . Lift container the move the front gate container 180 degrees , finish the bunk room and weeds , \$ 3000.00 for crane and supplies .</p> <p>Item by: Kevin Taylor</p>	

	<p>Amendment to Agenda Item 13584: That \$3,000 is transferred to Kevin Taylor's DTE account for lifting containers, moving the front gate container 180 degrees, finishing the bunk room.</p>	<p><i>Moved:</i> Kevin Taylor <i>Seconded</i> Andrew Wilkinson PBM</p>
Agenda Item – 13585		
	<p>Agenda item: Asset management application for funding</p> <p>Agenda details: \$ 550 limestone to repair potholes , \$ 110 tyre pressure gauges , \$ 380 two smart battery chargers and parts to repair old charges \$ 500 to connect power to the bunk house</p> <p>Motion: \$1540 onto Kevin Taylor's card for asset management \$550 limestone to repair potholes , \$110 tyre pressure gauges , \$380 two smart battery chargers and parts to repair old charges \$500 to connect power to the bunk house</p> <p>Item by: Kevin Taylor</p>	<p><i>Moved:</i> Kevin Taylor <i>Seconded</i> Andrew Wilkinson PBM</p>
Agenda Item – 13586		
	<p>Agenda item: HWS spare part</p> <p>Agenda details: The gas regulator for the hot water service at the cottage has failed, and is leaking. It needs to be replaced.</p> <p>Motion: That the budget for a replacement regulator be approved and the funds placed on John Reid's card.</p> <p>Item by: John Reid https://data.dte.org.au/files/2021Dec_RW_GasBudget.pdf</p> <p>Amendment to Agenda Item 13586: That the budget of \$250 for a replacement regulator be approved and the funds placed on John Reid's card.</p>	<p><i>Moved:</i> Lindy Hunt <i>Seconded</i> Deb Moerkerken PBC</p>
<u>Actions to be taken</u>		
	<p>Pay Water NSW Invoice CIV00126560 \$259.38 as per Agenda 13587 – Suzie to action</p> <p>Pay FMV Insurance Invoice 13464 \$3,300 as per Agenda 13569/13588 – Suzie to action</p>	<i>Procedural</i>

	<p>David Cruise to contact Murray Ross to discuss selling our water allocation.</p> <p>Transfer \$3,000 to Kevin Taylor's DTE card as per Amended Agenda 13584 - Suzie to action</p> <p>Transfer \$1,540 to Kevin Taylor's DTE card as per Agenda 13585 - Suzie to action</p> <p>Transfer \$250 to John Reid's DTE card as per Amended Agenda 13586 - Suzie to action</p>	
	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	Thursday 16/12/2021 7.30pm	
	<u>Meeting Ended</u>	<i>Procedural</i>
	10.42PM	