

Down-To-Earth (Vic) Cooperative Society Limited

DTE OC Meeting 02/03/2022

Minutes

Date: **02/03/2022**
 Time: **7:30pm**
 Venue: **Online via Zoom**
 Online: <https://dte.coop/live.meeting>

#	Item	Raised by:																				
	<u>Acknowledgement of Country – Tania Morsman</u>																					
	I would like to acknowledge the Quandamooka people and country of which I am standing on and pay my respects to Elders past, present and emerging and their continuing connection to land and sea.																					
1	<u>Meeting Started</u>	<i>Procedural</i>																				
	7.58PM																					
2	<u>Election of Chair</u>	<i>Procedural</i>																				
	Confirmation of Chairperson: Tania Morsman Confirm Minute Keeper: Suzie Helson Host: Peter Tippett Co Host: Tania Morsman																					
3	<u>Attendance</u>	<i>Procedural</i>																				
	<table border="0"> <tr> <td>Andrew Wilkinson</td> <td>Lindy Hunt</td> </tr> <tr> <td>Caryn Kettle</td> <td>Malcolm Matthews</td> </tr> <tr> <td>Chris Wilson</td> <td>Mark Helson</td> </tr> <tr> <td>David Cruise</td> <td>Martin Schwartz</td> </tr> <tr> <td>Ian Hales</td> <td>Peter Tippett</td> </tr> <tr> <td>John Magor</td> <td>Ray Higgins</td> </tr> <tr> <td>John Reid</td> <td>Suzie Helson</td> </tr> <tr> <td>Kathy Ernst</td> <td>Tania Morsman</td> </tr> <tr> <td>Kevin Taylor</td> <td>Trevor Pitt</td> </tr> <tr> <td>Lance Nash</td> <td></td> </tr> </table>	Andrew Wilkinson	Lindy Hunt	Caryn Kettle	Malcolm Matthews	Chris Wilson	Mark Helson	David Cruise	Martin Schwartz	Ian Hales	Peter Tippett	John Magor	Ray Higgins	John Reid	Suzie Helson	Kathy Ernst	Tania Morsman	Kevin Taylor	Trevor Pitt	Lance Nash		
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4	<u>Confirmation of Previous Meeting Minutes</u>	<i>Procedural</i>																				
	None presented																					

5	<u>Task List from Previous meetings</u>	<i>Procedural</i>
	<p>These were taken from the chat of meetings dated 24/2/22, 28/2/22 & minutes 8/2/22.</p> <p>Kathy to action - Motion: payment of \$259.69 to NSW Water. COMPLETED Kathy to action - Motion: That the budget for \$35 for water treatment changes be approved and placed on John Reid's card. COMPLETED</p> <p>Kathy to Action - Motion: That \$3000 is placed in Andrew Wilkinson's Bendigo Bank account to purchase a Ride On mower. COMPLETED</p> <p>David to table information on weed spray units by sending through to OC email for consideration. COMPLETED, EMAILED TO OC MAIL.</p> <p>Report from A. Wilkinson on progress of slashing works at Woorooma. COMPLETED</p> <p>Malcolm to give a report back to the OC Meeting on safe storage of fuel and gas on Site. COMPLETED, EMAILED TO OC MAIL.</p> <p>Gypsy Trailer Transfer of Registration, Update from Suzie that Jessica is trying to get a road worthy certificate. ONGOING</p> <p>task list showing repairs to the ambulance to be sent through for the minutes.</p> <p>Suzie to arrange a meeting on Site to discuss options for the on-going weed control. Contact Details sent to Andrew to arrange a suitable visit to site to discuss. ONGOING</p> <p>Kathy to arrange payment of \$274.40 to NSW water. COMPLETED</p> <p>John Reid email Robin Macpherson, Aaron Shipperlee and Marte Kinder the OC motions that were passed by consensus on the 28th of February 2022 on regards to the Easter 2022 Working Bee. COMPLETED, Email sent 1st March 2022</p>	
6	<u>Correspondence / Payments</u>	<i>Procedural</i>
	None presented	
7	<u>WH&S</u>	<i>Procedural</i>
8	<u>Agenda Item 13759</u>	
	<p>Agenda item ID: 13759 Date: 2022-03-01 05:51:01 Meeting: OC</p> <p>Agenda item: Meeting process</p> <p>Agenda details: There are some motions passed and precedents made in the past that work against the rules and meeting process. Two examples are that no agenda item is discussed unless the relevant facilitator is present. This has been abused to</p>	<p><i>Moved: Peter Tippett</i></p> <p><i>Seconded: Ian Hales</i></p> <p><i>P.B.M.</i></p>

	<p>stop discussion on important topics. Another example is budgets on the agenda are discussed first. This has been abused to distract from more pressing matters and goes against the rules. DTE Rule 33 (c) A chairperson must: (i) be consistent, impartial and without bias; (ii) refrain from entering discussion without standing aside from the chair; (iii) ensure minority opinion is heard and understood by all members present; (iv) seek the consent of the meeting in determining the content and order of the agenda and the consent of the meeting in altering the order of the agenda;</p> <p>Motion: That normal meeting process is followed as expressed by DTE rules, and previous motions and precedents that are contrary are ignored.</p> <p>Item by: Peter Tippett</p>	
<u>Agenda Item 13762</u>		
	<p>Agenda item ID: 13762 Date: 2022-03-01 05:51:01 Meeting: OC</p> <p>Agenda item: Zoom host</p> <p>Agenda details: Hosts are not to mute or remove anyone from a meeting without being directed by the chair.</p> <p>Motion: The host should not mute or remove a person from the meeting without notifying the meeting and respect the chair at all times.</p> <p>Item by: Peter Tippett</p>	<p><i>Moved:</i> Peter Tippett</p> <p><i>Seconded:</i> Malcolm Matthews</p> <p>PBC</p>
<u>Agenda Item 13763</u>		
	<p>Agenda item ID: 13763 Date: 2022-03-02 16:55:49 Meeting: OC</p> <p>Agenda item: Repairs to Great Wall 26/2/22</p> <p>Agenda details: One of the Great Walls seriously needs repair but we do not know what repairs will be required. We need to pay for</p>	<p><i>Moved:</i> Chris Wilson <i>Seconded:</i> Suzie Helson PBC</p>

	<p>an investigation/quotation and proceed with repairs if within budget. https://data.dte.org.au/files/get_file.php?id=655 https://data.dte.org.au/files/get_file.php?id=656</p> <p>Motion: That \$2000 is transferred to the Bendigo Bank account held by Chris Wilson for repairs to the Great Wall.</p> <p>Item by: Chris Wilson https://data.dte.org.au/files/get_file.php?id=655</p>	
<u>Actions to be taken</u>		
	<p>Agenda Item 13759 Meeting Process - To include this motion into document about how to run a meeting. Malcom Matthews.</p> <p>Suzie to action the disbursement of \$2,000 to Chris Wilson's Bendigo Bank account, approved by agenda item 13763.</p>	
<u>Next Meeting Date & Time Confirmation</u>		
	Thursday 31 st March at 7.30PM	<i>Procedural</i>
<u>Meeting Ended</u>		
	9.32PM	<i>Procedural</i>