#### **GOOLAWAH COOPERATIVE MINUTES – GENERAL MEETING – APRIL 2013**

Date: 6 April 2013 Commenced: 9:30am Location: Machinery shed Facilitator: Craig Minutes: Anne

ATTENDANCE	Anne, Bronwyn, Denise, Mairead, Dave L, John H, Stuart, Lexie, Mark, Ralph, Rose, Russell, Larry, Frankie, Greg,			
	Leah, Rob, Craig, Paul, Isaac, Kevin, Wayne			
	Visitors: Greg Hunter, Jason, Flick, Alix			
APOLOGIES	Roger, Belinda, Rebekah			
PROXIES	Al Hunter (c), Mayumi Kawayama (c), Sue Louden (c)			

AGENDA ITEM	SUMMARY OF INFORMATION PROVIDED/DISCUSSION	ACTION/DECISION/ RESPONSIBILITY
Secretary's report	Reporter from the Argus to visit in coming weeks. Steady stream of email enquiries re shares, wwoofing. There will be a student studying intentional communities visiting from the 15th April. Phone tree has been printed and distributed to all who wished to be a part.	
Treasurer's report	\$42,671 in working account, \$18,500 in long term account. \$30k owing in road levies. Next lot of road levies due end of June. Clarification: Work levy will be 12 hours @ \$15/h as of next financial year.	
Road report	Illa Langi got damaged in the flood. Grade and roll will cost \$2k to \$3k. \$5 in budget for maintenance. Frog hollow also needs attention.	Ralph to arrange \$5k of road maintenance to Illa Langi and Frog Hollow.
Tractor report	Report deferred to discussion of proposals 1 and 2	
Membership report	Nothing to report. Peter Farley's share no longer for sale. Trevor Pearson's site for sale. Clarification as to when joining fee should be paid: should be paid before ratification.	
DA report	Dave: Flood report with firm letter from Rob Doolan has been submitted to council. No response has been received as yet. Letter from Rob read at meeting.	Waiting on reply from Council
Rancho Relaxo's cattle	Greg Hunter (cattle manager for Rancho Relaxo/Connection Creek): Visited to say thank you for being able to keep some cattle on the property at north gate during the flood. Greg proposed a long term plan for agistment in north gate paddocks for three weeks every three months, including burning to promote pasture and erecting a few kms of fencing. Will slash common areas in return. Discussed fencing, burning, weeds, etc. Greg informed of our decision making process and rule against cloven hoofed animals.	To be discussed further at next community meeting.

PROPOSAL	DISCUSSION	PROPOSAL OUTCOME
PROPOSAL  1. What is to be done about the tractor/slasher  2. Tractor/slasher budget and coordinator.	Ordinary Resolution 1. "That we vote on the following options to give some direction as to what is to be done about the tractor/slasher immediately:  a. Fix the tractor/slasher (ref handouts at meeting)  b. Buy a second hand tractor/slasher  c. Buy a new tractor/slasher (approx. \$30k)  d. Lease a tractor  e. Outsource slashing (\$90/h x 3days x 4times/year = \$8640)  f. Do nothing."  Discussion: Stan Cork Machinery Mobile mechanic came and assessed the tractor. The problem was that the gearbox on new slasher was seized, not the PTO on tractor. Hydraulic steering ram needs new seal — is getting fixed. Mechanic will get a quote for new slasher gear box — he thinks it's work fixing. Greg: Bundagen has bought 4wd tractor with slasher on 5yr lease agreement. \$4000 capital, \$7500/year on servicing, fuel etc. Jason: it's a good tractor, but clutches in the gear box are slipping. Old tractors are ok when you have one operator, new tractors are better with multiple operators. Maybe don't need tractor if Rancho Relaxo can slash communal areas. Discussion of limited number of operators and log book. Straw vote on proposal 2 passed.  Ordinary Resolution 2: "That a yearly budget is set aside for the tractor/slasher, approx. \$5000 and that the tractor/slasher coordinator is empowered by the meeting to control the budget. This position will be eligible for a \$500 levy compensation for taking on this responsibility."  Roger, Stu and Mark offered to be tractor coordinators, on the proviso that only a meeting decides whether somebody can't use the tractor.  Proposed by Craig and seconded by Anne to amend the proposal to read: "That a yearly	PROPOSAL OUTCOME Withdrawn in view of tractor committee formulating a plan to buy a new tractor in the future.  Amended proposal passed unanimously.  Coordinators to draft a tractor management plan.
	budget is set aside for the tractor/slasher of \$5000 and that the tractor/slasher coordinators are empowered by the meeting to control the budget. Roger, Stu and Mark are to be these coordinators, and their work hours are eligible for levy reduction."  Meeting adjourned at 11:35. Resumed at 12:00 at Camp Kitchen	
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3. Renovations to camp kitchen.	Ordinary Resolution 3: "To increase the deck on the camp kitchen to make it usable and to make the kitchen fully functional up to a cost of \$12000, including:  - Generator for 240V power  - Lights	Amended proposal: For: 16 Against: 2 Abstain: 0. Passed.
	<ul> <li>Kitchen upgrade including gas stove, pump, sink, lighting"</li> <li>Handout of detailed costs and drawing tabled.</li> <li>Discussion regarding council approval.</li> <li>Straw vote to improve camp kitchen passed.</li> </ul>	Dave L to investigate council regs regarding extension.
	Discussion regarding whether to have a separate area or connected.  Talking circle about what people want and how much they want to spend (refer to attached	Paul to continue to plan and refine costings of

notes taken by Mairead)	current extension idea.
Proposed by Paul, seconded by Mairead to amend proposal to read: "To improve the primitive camp ground facilities to a maximum budget of \$20,000 and for design and approval process to be decided at the May community meeting."	Ralph to plan and cost a separate structure.

# BUSINESS ARISING FROM PREVIOUS MEETING / GENERAL BUSINESS

		DECISIONS/ACTIONS/
ITEM	DISCUSSION	RESPONSIBILITY
Fellowship of Intentional Communities	Donation request. Moved by Pete, seconded by Anne to donate \$100 to FIC to as per notice in newsletter.	Against: 1 Abstain: 5. Passed.
Fire truck from Bundagen	Need to organise transport of Striker (Landrover 4WD petrol) from Bundagen to here. \$170 for car trailer for 2 days. Approx. \$300 for tilt tray. Pete offered to drive. Anne moved to allocate \$250 to transport striker to Goolawah. Seconded by Dave.	Passed unanimously. Pete to organise.
Centrelink voluntary work agreement	Dave L: Obtained quote for insurance which covers voluntary workers as is required by Centrelink for voluntary worker agreements (15 hours a week). Cost of insurance is \$680 for 5 people for 12 months. Moved by Dave, Seconded by Anne, to approve \$680 for voluntary worker insurance.	For: 12 Against: 0 Abstain: 2 Dave L to arrange insurance. Voluntary work group leader to report to meetings.
Illa Langi Rd	Russell: wants to improve drainage of Illa Langi Rd. Discussion.	Mairead to ask Kirsty to put flood shelter on site plan on website.
Facebook	Isaac wants to start a Facebook book, with same content as website.	Anne and Stu to set up Goolawah account and page.
NPWS Limeburners fire management plan	NPWS seeking consent for Fire management plan in Limeburners as discussed at fire brigade training day in 2011. Plan has been available in Camp Kitchen. Proposed: That Goolawah give formal consent to NPWS to undertake fire management as described in their letter 19/3/13. Moved by Paul, seconded by Anne.	Passed unanimously. Paul to complete forms.
Work claims	Anne and Paul: mowing of Red Hill, fencing north gate and slashing, 6hrs Frank: slashing/mowing 8 hours, tractor repair 1hr Kevin: Nth Gate fencing, clearing forest way, working bee, 5.5hrs Bronwyn and Wayne: mowing, kitchen, working bee, slashing, 13hrs Denise and Dennis: working bee, 8 hrs	Passed unanimously.
Working bee	Kevin: clearing roadsides. Ralph: potholing. Anne: nesting boxes. Weed control. Pizza lunch at 2pm, byo bases, toppings etc.	Working bee 20th April.

Meeting Closed 1:40pm

#### APRIL GM TALKING CIRCLE ON PRIMATIVE CAMPGROUND FACILITIES

	What do you want?	How much to spend?
1	Pizza Oven / Barbecue Under Cover	Whatever it takes
2	Nice space big enough for us to get together in a circle	Whatever it takes
3	Save money for Goldmine Hill	0
4	Plan as circulated	20K
5	Area where we can socialise as a group	20K
6	In favour of improving facilities	20K
7	Save money for tractor	0
8	Place to socialise	20K
9	Closed in area, mozzie and weather proof, flexible space with a view for future use/evolution	Whatever it takes
10	Start with simple, add to in the future. Pizza oven, barbie, covered, warm in winter	20K
11	Flexible space to cook share means, dance together.	20K min, don't skimp
12	Deck space with some height	20K
13	Space big enough for everyone to be together - currently people dispersed over 3 spaces at pizza nights	20K
14	Meeting space with a roof	Whatever it takes
15	In favour of improving facilities	No \$ specified
16	Bigger indoor area, heat in winter, pot luck dinners, do in one project instead of in stages	20K
17	Now we can have 20-40 people, ensure we have sufficient space for now and events into the future.	Whatever it takes
18	New independent structure instead of extension, from builder's point of view. Ensure big enough to cater for numbers.	20-25K
19	Revitalise what we have. Add fenced community veggie patch.	20K starting point
20	Need solid costings. Take care budget does not blow out. Structure depends on what is easiest with council.	15-20K
21	New independent structure instead of extension. Improve existing kitchen facilities. Scrutinise costs. Costings currently for extension, separate structure will change costs	Costs depend on structure type decided
22	Include native plantings. Work by members to be voluntary. Keep costs to a minimum.	20K max

#### **Director's Meeting - Short Notice May 2013**

Date: 4 May 2013 Commenced: 3pm Facilitator: Anne Minute taker: Anne

AGENDA ITEM	DISCUSSION	ACTION/DECISION/ RESPONSIBILITY
ATTENDANCE	Bronwyn Little, Paul Martin, Anne Wilson, Ralph Erthel, Kirsty Steer. Visitor: Noel.	
APOLOGIES	Craig Singleman, Leah Skinner	
PROXIES	N/a	
Fence at north gate	Meeting called at short notice to address immediate problem of cattle on the property which are destroying trees, gardens etc. The fence between us and Charlie is old, and has been broken. Letter has been sent to Charlie to ask him to contact us and discuss. Found his phone number today and left a message.  Gordon Tighe quoted \$400 materials, \$200 labour to fix (4 new posts, spacers, wire)  Isaac hasn't been able to contact Shar about a quote.  Proposed by Bronwyn, seconded by Paul to allocate \$400 to materials and \$200 to labour to fix fence.	Passed unanimously.
	Meeting closed 3:30pm	

## COMMUNITY / DIRECTOR'S MEETING MAY 2013

Date: 4 May 2013 Commenced: 9:50 Location: Camp Kitchen Facilitator: Craig Minutes: Anne

AGENDA ITEM	DISCUSSION	ACTION/DECISION/ RESPONSIBILITY
ATTENDANCE	Craig Singleman, Isaac Ryan, Dave Launt, Paul Martin, Mark Doonan, Ralph Erthel, Mairead Shorten, Rob Hewitt, Denise Cobourn, Leah Skinner, Anne Wilson, Kirsty Steer, Michael Clancy	
APOLOGIES		
PROXIES	N/a	
Confirmation of Minutes from Previous Meeting	Vote to approve minutes of April director's meeting. Proposed by Craig, seconded by Anne.	Previous minutes approved
Secretary's report	Director's meeting held at short notice to address cattle on property damaging trees – see previous minutes passed around.	Anne to contact Australia post regarding options for mail delivery.
Treasurer's report	\$42,222.23 in working account, \$18,526 in long term account. Al Carter behind on levies, Leah to send letter. 3 more members coming up to 2 years behind. Griff seeking confirmation that mowing can be a levy reduction task – approved. Discussion regarding slashing absent members' sites. Confirmed that if a members slashes another members' site, they are to advise Leah who will organise remuneration.	Leah to send letters to 4 members regarding overdue levies.
Road report	McKeon's crew are here. Illa Langhi has been started, Tallowood and Frog Hollow to be done next week.	
Tractor report	Tractor is working. Skids have been adjusted. Discussion of max revs, checklist, and booking procedure.	Mark to put booking section on whiteboard and remark max revs. Co-ords to write management plan. Users to use log book and contact a tractor co-ord before using.
Membership report	A few people are interested. Neil in process of membership application. Mairead made a small change to membership ratification form to make it clear that fees must be paid before ratification. Moved by Mairead to approved new form, seconded by Anne. Discussion regarding joining fee.	Passed unanimously to amend membership ratification form.
DA report	DA passed at council meeting. Members can now apply for individual DA. Many questions to be clarified. Ask Anne when you need a license to occupy to prove Co-op consent to build. Discussion regarding grey water systems and composting toilets, roads, financial forecasting.	DA committee to meet this wednesday 4pm to break down DA conditions and start addressing them. Anne to ask Greg Ryan about what Bundagen does with Owner Builder certificate. Anne to send conditions to Sue to put on website.

#### **BUSINESS ARISING / GENERAL BUSINESS**

ITEM	DISCUSSION	DECISIONS/ACTIONS/ RESPONSIBILITY
North gate fence and cattle grid	Langford's cattle and horses are persistently coming into the property and damaging trees and gardens. Discussion regarding repairing fence and deepening cattle grid. McKeon's excavator can deepen the cattle grid for \$180. Have contacted Charlie, neighbour at north gate and he can meet us tomorrow.	Mark and Ralph and anyone else that can to meet with Charlie and Gordon tomorrow 9:30 to fix fence. Ralph to organise excavation of grid.
Camp kitchen extension	Ralph and Dennis have designed a 8m x 8m or 7x 12 separate structure and done materials list. There are some blackbutts on Forest Way that are suitable. Discussion regarding spending. Approval is subject to council, not under jurisdiction of a private certifier because not under planning and assessment act. More quotes to be obtained. Moved to locate new building to the east of Camp Kitchen by Paul, seconded by Craig.	ore quotes to be obtained by Mark, Ralph, Paul, Dennis etc. Motion to locate new building east of Camp Kitchen passed unanimously.
Fire striker	No movement from Kempsey RFS. Discussion regarding how to proceed.	Paul to send letter to Kempsey RFS. Pete to collect Bundagen's petrol striker
Star pickets for pig trap	Need more star pickets for pig trap. Moved to allocate \$300 for pickets by Paul, seconded by Craig.	Passed unanimously.
Surveying	Isaac is getting the surveyor out for his block, if you also want surveying done contact Isaac to do it at the same time and save money.	Isaac to get quotes and send out email to members via Rebekah.

Meeting closed 12:30

# MINUTES OF COMMUNITY/BOARD MEETING HELD 1ST June 2013

<b>Date:</b> 01.06.13 <b>Time Started:</b>	9.30 AM	Facilitator:	Anne Wilson		Minute Taker:	Mairead Shorten	l
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Attendance	Directors: Leah Skinner, Ralph Etherel, Anne Wilson (deputy for Craig Singleman, Craig sends apologies), Paul Martin Members: Lexie Gonzalez + Mark Doonan, Belinda + Roger Ball, Mairead Shorten Visitors: Glen Ball, Ishbel + Luke Keenan (applicants for membership)	
AGENDA	SUMMARY OF INFORMATION PROVIDED / DISCUSSION	DECISIONS / ACTIONS
Previous Minutes	Minutes of 4 <sup>th</sup> May 2013 meeting approved (all in favour) proposed by Anne, seconded by Mairead	Previous Minutes Approved
Secretary	"Goolawah Co-operative" <b>Facebook page</b> created. Information cut and pasted from website and people referred back to website. Like us please, once we get 30 likes we can see activity.	Like us on Facebook – "Goolawah Co-operative"
Treasury	\$28,533 in Working Account. \$18,925.63 in Long-term Account. Statements made available for review.	
Roads	<b>Report from Ralph</b> read to meeting. \$13,700 spent on <b>recent road works</b> : Illa Langi band-aided with additional base, grade & roll (advised proper upgrade would be \$20,000); internal roads repaired where substructure was showing; edge of Illa Langi made slashable; old debris behind camp kitchen removed.	
Tractor	<b>Tractor</b> – Earth strap on battery replaced. PTO still slipping, leaking seal in guts of tractor, please don't overload, go slow, lift slasher higher when grass is long and go over more than once. Need to buy engine oil, transmission oil and air cleaner.	Members to go easy on tractor  Protocol for using tractor to
		go in newsletter
	<b>Protocol for tractor usage</b> to go in newsletter: Log book system, complete it and put it back on seat when finished. Self-booking system – write time and date on whiteboard in shed, don't expect it to be there if you turn up late. If you are off site, ring someone to put your name on the whiteboard for you.	Add Ralph and Mark to bank A/c signatories
	Discussion on how to <b>manage tractor budget</b> agreed at GM and how much co-ordinators can spend without coming to a meeting – co-ordinators to discuss and come to GM with figure. Discussion of sub-account for tractor budget versus extending signatories on main account.	
	Decision to extend signatories on main account to Mark and Ralph (all in favour). Decision to get second cheque book to be held by Ralph (all in favour).	Letter for servo to set up account for tractor co-
	Decision to set up account for diesel with servo, only tractor co-ordinators can sign (all in favour). Checks to be done to	
Membership	(Lot 32), Coekatoo Rage. Chay Mano (Lot 43). Burrendong. Lacy Trarty said informally she may be writing to transfer.	Anne to confirm if Lucy Hardy's share is available
	Application for membership received from Luke and Ishbel Keenan, Mairead processing.	
	Visitors looking at joining a community in the last month – lady from South Australia and young family.	
	Website is doing a good job of attracting interest in Goolawah, thanks Sue.	
	Mark and Lexie notified meeting Trevor Pearson has agreed to transfer his share to them, paperwork to follow.	

#### Development Application

DA conditions categorised into what needs action from co-operative and what is the realm of individual members, also Follow up with Rob prioritised in terms of urgency. Divided up conditions between committee members to research and determine options on Doolin, look at other how to proceed. Also drafted list of questions for Council.

**Rob Doolin** contacted re: advice on objecting to conditions and guidance on how to proceed before we contact Council, no response forthcoming. Decision (all in favour): If we have not heard back from Rob Doolin in two weeks, look at other options. Linda Dalton is suggested as one possible option.

Roads – Road contractor gave ball park figure of \$1 million to tar Illa Langi and Nevertire road to Council standards. Other members to continue communities, including Bundagen, were issued with road tarring conditions but all got them overturned. Discussion on the benefits of prioritising the upgrade of Nevertire over Illa Langi. Decision (7 in favour, 1 abstain): DA committee negotiate DA Committee with Council to bring Nevertire to gravel all-weather access rather than Illa Langi as the condition to be fulfilled prior to include in negotiations occupation, provided Nevertire then becomes a council maintained road, grids & gate are removed (note: Council wrote to us to with Council to bring remove our grid as it is not on our land).

Consolidating lots into one title - surveyor contacted, awaiting reply.

**Electricity** to all building envelopes – go back to council on this one

Waste disposal – Plumber Jim Blanchard's advice on grey water as reported in newsletter in 2010 still stands. Toilet research can use commercial composting units as approved by health minister. If want to do alternative home system, Bundagen has biologist who will come out and do microbial test on home designs, which Coffs council then accepted, have to establish if Kempsey will do the same.

**Letter from Telstra** is a condition Councils sometimes request from sub-division developers install trench and pipe infrastructure throughout the estate prior to sale of any lots (note: Telstra no longer pays for infrastructure). Telstra process is for "developers" to make an online application for letter, only then will a real person contact you. Made note in application that we are not developers and only want letter to confirm capacity rather than actual infrastructure at this stage. Waiting for Resolution for July reply. Meeting discussion on whether we want phone lines put in.

3-Sided Radiant heat fire shelter – hoping council will agree for this to be longer term project and we can make it a multi-meeting that rules function building.

**Permanent residents only**, no rentals – permanent residency is a condition stipulated under SEPP 15, but will ask consultant can only be held by for advice and see what options there are.

Owner Builder Licence – Received written confirmation from Dept of Fair Trading (DFT) that members do not have to be a Information director to get licence, it only applies to companies. DFT need confirmation that shares are not held company entities. While it members on is co-operative policy that shares cannot be owned by companies, cannot find where this is specifically mentioned in our rules. water and composting Decision to put proposal to July GM that shares can only be held by private individuals (all in favour).

Workshop for members on council approval process for various scenarios Sat 13 July 9am @ camp kitchen

Australian Building codes Vol.1/2/3 (AS NCC2 code, AS NCC 1 code, AS NCC3 code) available from an international law resource website who have various national construction codes available as free downloads. They advocate legislation is part of the public domain and should be freely available to citizens who must abide by them.

options if still no response in two weeks.

Committee DA with allocated tasks.

Nevertire to gravel allweather access rather than Illa Langi as the condition be to prior fulfilled to occupation, provided becomes a council maintained road, cattle grids and gate to be removed.

GM proposed by the should specify shares private individuals.

for grey toilet options to be complied by Ralph.

Rancho Relaxo	Discussion of reports the grazing on Maria River reputation of Goolawah i	Members who are interested in pursuing cattle agistmen at North Gate to work with		
	they will do some slashing a view to putting their co	to read to meeting which gives thanks for accommodating in return and that they hope to be able to slash, contruttle in the area on an ongoing basis every few month. No proposal from meeting, members are who interest a proposal to GM.	rol burn and fence north gate with s. Discussion of issues and cattle	proposal to GM
Extension to Campground Facilities	Quotes in for 12mX8m continue to research optic Current thinking build ro later with glass, cladding	Paul to continue to research options for timber decking and floor support (timber of steel).		
Time on Land rule	Discussion about re-intro be here. Debate about pr further discussion, discus	Reintroduction of time or land rule to be listed as firs agenda item for July GM General Business		
Need a Surveyor?	If you need surveying don	ne, contact Zac if you want to split costs.		
Congratulations to Glen Ball	Meeting congratulates G Competition and Silver a games in Newcastle in De			
Thanks to Members	Meeting shares examples running well and moving	ce look great, keeping Goolawah		
Slashing Heavily Vegetated Sites	bibliotistical field and the state of the st			
Working Bee	Next working bee on 22/06/13. Onto Ralph's afterwards for his annual solstice party.  Improve the sight lines at end of Illa Langi which is a council DA condition, have permission from owner to clear			
XX/	vegetation, neighbor Nick	1		
Work Claims	Peter and Mairead – 20 h	T		
<b>Next Meetin</b>	g Time / Date / Type:	9.30AM, 06/07/13, General Meeting	<b>Time Meeting Closed:</b>	12.00 PM

## GOOLAWAH CO-OPERATIVE PROXY FORM

# **GENERAL MEETING 6 July 2013**

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Appoint Or in that person's absence						
					of	
	ne on m	y behalf at the			nated by the chairperson, a d on 6 <sup>th</sup> July 2013 and an	
			ach resolution to be tion as my proxy thin		ated with a <b>circle</b> below ar	ıd to
Special Resolution	า 1:					
	1:	FOR	AGAINST	ABSTAIN		
	_	•	<b>5</b>		ny proxy thinks vote in re meeting and any adjourn	•
Date:	ate:2013					
Name: please print	t					
Sign:						
			P	roxy lodged at GM .	sian	

Sender: GOOLAWAH CO-OP LTD POB 40 CRESCENT HEAD NSW 2440 www.gooalwah.org