

Goolawah Co-op Directors Minutes May 8th 2024

Directors: Anna DuChesne, Julica Jungehulsing, Justine Shaw, Leah Skinner, Marc Rosenstein, Wayne Skinner

Apologies: Jac Larsen

Visitors: Nil

Chairperson: Anna DuChesne

Minute Taker: Leah Skinner

Documents Tabled:

- Minutes last DM
- Agenda
- Letter absent share holders

Directors Meeting Minutes

Approve minutes of the previous DM - 19.2.24 and 8.1.24

Proposed: Anna

Seconded: Julica

Approved

Business Arising from Previous Minutes:

1. **Phone Tree status and review** - second phone tree still operating under same name (Goolawah Phone Tree - no chat GBT) Discussion on revising guidelines

Action:

- Tarrik to be reminded to change the name of the new phone tree group to avoid confusion.
- Marc to draft new guidelines of PT and bring to GM for discussion. This would include the purpose of the PT, a directory of the guidelines.
- The Board to remind the current PT admin team that no one to be removed from PT until this has been done.

2. By-Law review at SGM - update and process

Use the time at the SGM to run through and discuss by-laws focussing on the controversial ones; Herbicides and pesticides, noise times, children and breaches, toilet systems and cloven hoofed animals. These can then be prepared as an ordinary Resolution to be voted on at the June GM if members feel that are finalised.

3. Request for dam on Crow and Aliya's site

Postponed at this time at the request of Crow and Aliya.

4. Letter to Adam and Shantell regarding AMP

The board trusts that while back on Goolawah Adam and Shantelle have not brought the ferret or any other introduced animal with them.

Action: none

5. Marc to speak to Tarrik and neighbours regarding visiting dog experiences

Tarrik and Laura found the whole experience quite negative and the board discussed that it was a learning experience for everyone.

Action: The Board will act on the suggestion of a member that we ensure visiting AMP's are posted on website prior to the animals coming onto Goolawah

6. Co-op Conference and Governance Training

There are five members currently going and 2 more interested. There is up to \$1000 budgeted to cover the cost of attendance for members wanting to go, as decided on at the April GM.

Action: Secretary to post a reminder on the PT and letting members know that there has been a reduction in the price of the convention down to \$95.

7. Principal Place of Residence

Action: Letter to be sent out to those members who aren't using Goolawah as their PPR (see attached letter)

Proposed: Julica

Seconded: Justine

Unanimous

General Business:

8. Directors Responsibilities and Communication

Discussion on emails becoming too long and hard to follow in the numerous email streams.

- Julica came up with an idea of having 5 email standards that Directors follow when communicating: (1. Write a clear topic/subject, 2. Keep it short - 180 words max and if longer prepare an attachment, 3. Stay in the thread/subject name, 4. New topic, new thread, 5. If too complicated pick up the phone or put on the agenda for the next DM)

- Anna suggested that we add in FYI or Needs Att, etc in the topic of the emails to make it easier to quickly see if the email is important and needs action or a vote or just for information. This may help busy Directors scan through and ensure they don't miss important emails. It was also suggested that there are free Apps similar to Teams but free that we could trial that may be easier to use and file documents on.

Action: look into trialling communication App such as "Slack"

9. Goolawah Insurances

Discussion on Public Liability Insurance:

- We are not currently covered by a Public Liability Insurance due to the change in our Insurers risk profiles.
- Wayne contacted the insurance brokers Coverforce and Barrack who have been unsuccessful so far with about a dozen Australian Insurers. Sam Byrne provided details from two other Rural Land-sharing Cooperatives who are also having issues with insurers.
- There is the option of going with an overseas insurance company but this would be at a significant price increase.
- Suggestion to contact Greg Ryan and ask what Bundagen are doing.

Action: Wayne to follow up and to possibly bring a new figure for the cover to the SGM.

10. Overdue Levies

Discussion on overdue levies and the wording that is confusing for some regarding when a member has been inactive for one year.

Action: Wayne to send a letter to Alan Carter reminding him that he is over a year inactive.

11. Landcare/Geco

Discussion postponed due to Jac being absent

12. DA Progress Nevertire Road Stage 2

Wayne provided the Project Plan for the next stage of Nevertire Road and detail of the design to the board before the meeting. Wayne had spoken to the Design Engineer regarding the levels of the road with respect to flooding and low points. The design is such that the road is level and the drains will be below the road surface.

Action: Wayne to post the Project Plan to the Web.

14. SGM - Saturday 11th May at 9am at Camp Kitchen

Mim's membership review and By Law discussion

15. Finance Committee Budget

- Discussion on the Administration costs in the budget being over budget this year and expected to again next year due to increases in rates, insurances and admin costs, etc.
- The board spoke about whether they agreed to move ahead with looking at a levy increase to cover the budget, draw from Goolawah's surplus or reduce spending from another area. It was

noted that we could also wait and see how much extra income is received into the Goolawah account with Joining Fees in the next 12 months.

- The rationale for keeping the levies the same was that there have been increases in Levies for the next few years because of the funding required for sealing Nevertire Road and any additional levies may put too much financial pressure on Members.
- Wayne spoke to the Cooperative remaining solvent and discussed the current budget summary report, unallocated funds and expected income from levies over the 2024/25 period with the goal being to ensure Goolawah has sufficient income to match expenses during the year.

Action: Vote to maintain membership levies the same and draw from surplus if needed.

Proposed: Anna

Seconded: Leah

5 For 1 Against

Passed

Action: Wayne to draw up and post a proposal to increase the Administration Budget for 24/25 to put forward at the June GM.

Meeting Closed 6:50pm