

**Goolawah Co-operative  
General Meeting Minutes  
12 October 2024**

**Chairperson:** Mark Doonan

**Minute Taker:** Jenny Skinner

Commenced: 9.05am

Acknowledgement of Country Yahway - Barri Dhungatti

**Housekeeping:**

Reminder regarding meeting etiquette (Rule 49 Standing Orders at GMs)

**Voting:**

Inactive members are not permitted to vote at a GM either in person or via a proxy (Rule 41 Voting).

**Attendance:**

Directors: Mark Doonan, Wayne Skinner, Julica Jungehuelsing, Anna DuChesne, Craig Singleman (Kevin Harper alt) Mairead Shorten, Steve Hall.

Members: Jenny Skinner, Larry Knight, Alexandra Gonzalez, Anthony Griffiths, Peter O'Hara, Denise Cobourn, Elizabeth Locke, Ben Adams, Ralph V Hurst, Sue Loudon, Natalie Lawler, Jac Larsen, Ric Marie, Marty Cole, Belinda Ball, Nick Reid, Mark Green

Visitors: Emma Fluhrer, Jay Fluhrer, Clare Miller, Tor Branton, Narelle Allison (guest of member)

Apologies: Kevin Harper, Gerard Shea, Justine Shaw, Tanja Magennis, Samantha Wong, Andrew Barson, Lee Albert, James Galletly, Marc Rosenstein

Proxies: Kevin Harper

**Tabled:**

Previous Meeting minutes, treasurer's report, work claims, Nevertire Road Stage 2 Contract and Project Plan, Working towards a Budgeting policy/process,

**Confirmation of August 2024 Annual General Meeting Minutes:**  
(Chairperson)

**PROPOSAL:** To accept the August GM minutes (to be signed by Chairperson)

Proposed: Wayne Skinner

Seconded: Jac Larsen

For:Unanimous

Against:

0 Abstain: 2

### **Treasurer's report and Work Claims.**

**PROPOSAL:** To accept the Work Claims and Treasurer's report.

Proposed: Wayne Skinner

Seconded: Denise Cobourn

For: Unanimous

Against:0

Abstain:0

#### **DISCUSSION:**

All levies not received to date, however, most will be received by the end of the month.

**PROPOSAL:** To approve an increase in the Camp Kitchen budget to \$1200.

Proposed: Wayne Skinner

Seconded: Denise Cobourn

For: Unanimous Against 0 Abstain 0

#### **RATIONALE:**

Work claims for the CK budget upgrade project item have made it over-budget.

To ensure work claims can be approved the budget needed to be increased to \$1200.

**PROPOSAL:** Increase the rate for mechanical work claims to \$50.

Proposed: Wayne Skinner

Seconded: Denise Coburn

For: Unanimous Against 0 Abstain 0

#### **RATIONALE:**

Sam Odermatt asked for an increase in the hourly cost to \$50 on tractor maintenance work.

For contracting work, preferred contractors need to contact Craig initially before work is commenced. APZ work that involves machinery at \$30 an hour

includes slashing. Erika is one of the preferred contractors with Sam. Hourly rate of \$30 using Goolawah equipment and \$40 when using own equipment. Craig pointed out that this was much cheaper than other contract providers and that the costs to date have been reasonable for the cooperative.

Kevin and other members do a lot of slashing but don't claim \$15 an hour.

Craig was asked to create a list of preferred contractors who claim for more than \$15 work levy.

### **ACTIONS:**

Craig to clarify different work level claims for preferred contractors and who is listed as a preferred contractor. i.e. write up a list of such work approved at the various hourly rates, \$30, \$40, \$50 and \$65 and who does the work. Denise to update work claim form to link up to the budget item.

### **BUSINESS ARISING:**

- Phone Tree Guidelines (Marc R)

### **DISCUSSION:**

Marc has produced a document to improve Guidelines (see draft posted).

Anna read Marc's note outlining his suggestions including:

1. The purpose of the Phone Tree
2. Should members be removed
3. Guidelines to be clear and how members can get back on the PT after being removed.

A straw vote indicated that there was unanimous favour to provide guidelines for the Goolawah phone tree.

It was pointed out that guidelines existed and that three moderators are part of the team.

The moderators currently follow steps of notification before removal but these are not documented.

Only the person who has posted an item on the PT can remove it within 12 hours of posting. Otherwise it remains until the expiry period.

**Action:** Jac to work with Marc and the team to update the guidelines.

## **GECO/Land Care Report:** (Tanja/ Steve) (Jac)

### **Rainforest:**

Discussion with regards to restoration, regeneration and conservation of the remnant subtropical rainforest in Goolawah. The rainforest pocket which was recently re-discovered has important significance. Denise provided a draft document for discussion and is looking at support through grants.

**Action:** Denise to continue with actions per the draft.

Red Hill signage and mail box upgrade.

**Action:** Dennis will help with the Red Hill Visitor mapping and signage at Red Hill PO box.

### **Rabbits:**

Do we have enough numbers to warrant control over rabbits. Nick Reid has posted some research online. Rabbits could be poisoned or baited with virus laden carrots or captured? Request for members to check for rabbits in the early evening. Rabbits seem to be more prominent at Red Hill, however it appears that rabbit numbers have declined. Suggestion that native predators may have helped with reducing numbers.

**Action:** Steve to put a survey out for reporting rabbits.

### **Aggressive Kangaroo:**

Steve spoke to Shaun Kerrigan and Chris Robins regarding killing the Kangaroo that attacked several members near the machinery shed.

If a kangaroo attacks it is recommended to have it euthanised.

If a roo attacks it is recommended by NPNSW to have it euthanised, because it is likely to repeat aggressive behaviour.

Advice given by NP about how to behave around aggressive roos:

When confronted, do not run or intimidate the kangaroo, - it was suggested to lie on the ground and curl up. A brochure is available as to what to do with an aggressive kangaroo.

During discussion the suggestion was that it is best to gain approval to remove the animal with a licensed shooter.

**Action:** Natalie will share a link on the phone tree with information on living with Kangaroos.

**CMZ (Community management zone)** for APZ (Asset protection zone):

It was suggested that this was 30 metres from your site, Craig stated that the APZ varies dependent upon the site. The term CMZ was introduced to make a distinction between community land and a members site.

Decka has tree mulcher for hire \$150 an hour and \$100 to get it here. \$7500 is in the APZ maintenance budget, (note: from the Budget report \$6341 available remaining).

Community management zone - is a coop responsibility. Tanja and Steve and Craig will walk around to identify what needs work. A suggestion was to work on a plan now and for the future. 2017 RFS joined us for a walk around to give us advice - approach RFS again. Fire action plan is too big for the GECCO group.

**Koalas** - we have made another relationship with the Koala hospital Denise is looking into possibilities for grants and funding of more research.

### **Secretary's Report:** (Anna)

## **Correspondence**

**Secretary sent an email to the Fitzpatricks informing them of their breach of the Code of Conduct.**

- The Board received and responded to 2 letters from the Fitzpatrick in August and September.
- The Board offered to meet with the Fitzpatricks to discuss the letters.
- The Board agreed that the letters from the Fitzpatricks breached the Code of Conduct and therefore the rules.

**Secretary sent a letter to Dave VM regarding his long term guest/renter**

- Upsetting for many on the Board when we found out that Dave was very unwell. It would have been very helpful if the Board had been informed of his state. Any correspondence would have been redirected.

## **Share transfer**

- Liaised with Oscar Van Meg regarding the completion of the Goolawah Share Transfer of Dave's site. The form will need to be filled out,

signed and returned to the Secretary once executor decisions are finalised

### **Admin:**

- Update IS register
- Update Share Register
- Update new members/Guest of members/Past members
- Completed the necessary DFAT forms – C8 Change of Directors and C12 Annual return for a small coop
- Local Land Services - Annual stock return, Rates and Land enclosure submitted
- Nullum Cooperative contacted Goolawah for help with contacts for Insurance and understanding of the CNL.
- Director's minutes of 17 August and 14 September are posted on the Web.

**Request for visit from Angela Griffiths** – 7 people from the "Mary and Jesus" group would like to set up their own coop. They are visiting Bundagen also. Followers of AJ Miller and Mary Luck \*Jesus and Mary – since 2009 <https://blog.godsway.net/>. They had written to Goolawah to ask if they can stay for 3 days.

**Action:** Secretary to write to them to offer a short visit of one day.

**Welcome** – officially Indigo Jane and Juniper Lu - twin daughters of Aaron and Shelby.

Anna has learned a lot as secretary and suggests everyone should have a go for insightfulness of the role.

Anna has stepped down as Secretary, many thanks to a job well done.

Wayne Skinner is now filling the role.

Moment silence for Dave Van Megchlen.

### **Birthday CAKES**

Happy Birthday to all October members, family and guests.

### **Reports.**

**Membership Report:** (Anna)

Lexie - Jay Fluhrer membership application progress meeting occurred last Saturday, with the membership committee, a member and a director. Jay has met 30 people so far, not the 45 required. She had 3 people as referees which the committee are finding difficulty in contacting. Jay hasn't meet the requirements to progress as paperwork has not been finalised.

A suggestion was raised to hold an SGM or another review meeting for Jay in November when the referees have been contacted and the required number of members have been met.

Denise has summarised G rules and by-laws for prospective members. A point was raised that prospective members feel nervous about progress meetings.

Marty - No update on Janet Hope. Hasn't progressed. Natalie will follow up with Janet as to where she wants to go.

Narelle has submitted her Guest of Membership application.

Claire and Tor with Zola Willow - Elizabeth is their guide. Claire and Tor have been in Goolawah for a week and have met a lot of member, attended working bees, meetings etc.

Lexie - guide to Amy Riddle. Still very keen on joining but has had a death in family which has slowed progress.

Tim Stewart - still interested but hasn't been here lately.

### **Nevertire Road Stage 2 (NRS2) update:** (Wayne)

Contract received from Arnway which requires approval and signing.

**PROPOSAL:** To accept the Contract with Arnway for the completion of Stage 2 of Nevertire Road.

Proposed: Wayne Skinner  
Seconded: Craig Singleman

For: unanimous

Against:

Abstain:

**PROPOSAL:** To approve the updated budget of \$332,000 for the completion of Stage 2 of Nevertire Road and the NRS2 Project plan v4.

**Rationale:** The quote of \$297,297 was approved at the October AGM, however, the project also includes funding for the services of the Design

Engineer, Supervising Engineer and Kempsey Council application and admin fees which totals \$14,000.

To reduce the risk of delays in the project if a situation occurs which requires additional funding a contingency of \$20,000 was added, the new project budget is \$332,000.

Please refer to the Project Plan for Stage 2 for more details.

Proposed: Wayne Skinner  
Seconded: Craig Singleman

For: unanimous                      Against:                      0 Abstain: 0

### **Goolawah Budgeting document: (Wayne)**

The document has been updated to reflect the detail discussed at the AGM. That is, in June two proposal will be required one for the Budget and another for the Levies. Document has been posted on the web ready for comments. The finance committee has been asked to review.

Natalie Lawler has volunteered to be on the finance committee with Wayne Skinner and Anne Tennock.

### **Road Maintenance Report: (Craig)**

Clint resuming works on the internal roads. Most money goes into the gravel. If anyone has any concerns please contact Craig or Clint.

### **Machinery Report: (Sam)**

Sam has identified a need for a rear wheel that would support the new slasher as the new slasher is a bit heavy and not as easy to use. The advantage being better slashing and ensuring a longer life for the slasher.

Wheel cost is between \$800 - \$1800. Money to come out of the sinking fund.

### **Proposal:**

To fund up to \$1800 for the purchase of the wheel for the New Slasher. We must be careful not to void the warranty on the slasher by installing this.

Proposer: Sam  
Seconder: Craig

For: unanimous Against 0 Abstain 0



## **Fire and Flood Report:** (Craig)

Fire Protection - Management of zones behind sites.

Coming into the fire season. All individuals look after their site, removal of green waste can be deposited at Goldmine Hill. This is encouraged as opposed to a burn pile on your site. Can burn on your site responsibly unless there is a total fire ban.

## **Social Committee Report:**

Larry - Trinh has posted a social calendar on 11 Oct which contains detail of upcoming events.

G - Year.

We have had 2 wonderful community dinners and Karaoke night. Next community dinner with live music. If people would like to add more events please contact Trinh.

Suggestion for open garden displays from Denise. If anyone is interested please contact Denise.

November community dinner at Marty's house with a band (in his shed). Dinner theme Goolawah grown food only.

December - Ba humbug day community dinner on 25 December.

February - 23 is Griff's 70th birthday. Celebrate with a birthday lunch with Griff's 20 friends at CK with acoustic music.

March - Saturday 15th. Goolawah poster competition. Exhibition on A2 paper for all to participate. Plus Goolawah Tshirt design.

G-Year, ends September/October with - 'Goolawah, this is your life!'

## **Project updates:**

### **1. Red Hill Last Resort**

We have paved 5 sides, the 6th will be concrete. This works out to be 70m<sup>2</sup> of paving, new paving would have cost around \$3000, all our pavers were free, (with a large donation of pavers from the Campisi

family), spent approx \$1000 on materials (concrete and road base). And had a hugely successful 1st Saturday of the month community working bees.

If anyone has interest on kitchen design for LR contact Marty.

Very grateful to the Campisi family for the donation of pavers and for those who brought in the pavers and James for supervising and leading the work.

Next WB Sunday 10am for boxing and cutting ready for concrete Monday.

2. Camp kitchen:

Work mostly complete. Budget increased \$1200.

## **General Business:**

**Defibrillator** - Discussion about the location of Defib 1 and possible purchase of Defib 2 (Red Hill)

Suggestions:

To move the Defib 1 from Wayne Ellis's site 38 to CK and to buy a second for Red Hill.

Create a list of people who are trained to use the device. Note: Pads and batteries have expiry dates.

It was agreed to leave the Defib at site 38 for security reasons and to regularly inform members of the location.

Price a second Defib is around \$1500 - \$2500.

Group CPR training is available at Goolawah or at Port Macquarie Panthers Club and can be arranged if there is enough interest.

A reminder to be sent to members as to where the Defib is at the moment.

**Action:** PT message to be sent reminding everyone where the Defib is located and requesting those who are trained in CPR to contact Lexie.

Lexie to contact St John's as to the availability of CPR training on site.

Julica to provide quotes from the suppliers for the various Defib types.

## **DA Consent.**

Current practice is to require 4 directors' signatures to accompany a member's DA application to KSC, not as approval for member projects, but rather the consent to submit the DA as representatives of the Co-op as the land owner.

This process of gathering signatures was tedious and felt to be over-bureaucratic.

It was agreed by the board that the Secretary may sign the documents for the board in future.

Mairead - the board is generally not aware what is on DA application and suggested members take DA's to the community for approval.

Comments from the meeting suggested that the board consents to a DA being submitted but does not approve them. Other comments stated that a DA is made public on the council website and members can appeal any DA. Another suggestion was that the Secretary can review the DA and if there are issues to take it to the board.

Members should consult with their neighbours whenever a DA is required.

A suggestion that Site 58 (Van Megchlen) toilet system should be checked before any transfer occurs. Question arose as to whether it is approved by Council.

### **Monthly Working Bees**

The last WB included Mulching around CK and paving at the Last Resort.

Next working bee is 1st Saturday in November, Any suggestions please notify the Board.

Next Annual General Meeting: 9am 7 Dec 2024 at the Camp Kitchen.

Meeting Closed: 12.40 pm