

Work Claim Form



Work Claims must be submitted and validated by the Treasurer at least 10 days prior to a General Meeting and no later than 3 months after completing the work to gool.treas@gmail.com for approval at a General Meeting.

Work Claims are applied at a rate of \$15 per hour to the Work Levy \$300.

The Treasurer and Secretary may claim the Membership and Work Levies on a quarterly basis i.e. \$275 per quarter.

Members may request approval at a GM for their Work Claim to be applied to the Membership Levy once the Work Levy has been exhausted.

Work claims cannot be applied to future years' levies.

Name/s: James Galletly		Site Number: 8		
Date lodged: 15/10/24		Approval date General Meeting:		
Date/s Worked	Description of work	Category	Hours	Amount
05/10/24	Last Resort working bee (paving)	B5	6	90
07/10/24	Paving LR	B5	6	90
08/10/24	Paving LR	B5	4	60
01/10/24	Collecting pavers for LR	B5	2	30
13/10/24	paving LR and prep. for concrete	B5	3	45
14/10/24	Last Resort concrete pour	B5	4	60
		Total claimed		80.00
Notes	Total Claimed		25	\$375

Treasurer's Validation						
# shares	Annual Max	Prev. claims this year	Forward from prev. years	Available to claim	Validated for this claim	Date Validated

Approved Work List

Work not listed requires General Meeting approval

	Category
A. Land Management e.g. maintaining APZ	
1. Slashing and mowing community areas	A1
2. Weed & feral animal eradication	A2
3. Brush cutting community areas	A3
4. Clearing large branches and trees to facilitate slashing	A4
5. Clearing fence lines	A5
6. Fuel reduction	A6
B. Building and Maintenance	
1. Road maintenance	B1
2. Machinery maintenance	B2
3. Community kitchen area	B3
4. Community trees and gardens	B4
5. Community projects	B5
C. Administration	
1. Committee business Note: attendance at committee meetings is not claimable	C1
2. Website Administration and Gazette	C2
3. Reviewing and producing meeting minutes	C3
4. Child minding during General or Committee Meetings	C4

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The Treasurer and Secretary may claim the Membership and Work Levies on a quarterly basis i.e. \$275 per quarter.

Members may request approval at a GM for their Work Claim to be applied to the Membership Levy once the Work Levy has been exhausted.

Work claims cannot be applied to future years' levies.

Name/s: Alicia Fox and James Galletly		Site Number: 8		
Date lodged: 27/11/2024		Approval date General Meeting:		
Date/s Worked	Description of work	Job ID	Hours	Amount
05/10/24	Last Resort working bee	LR	6	90
07/10/24	Paving last resort	LR	6	90
08/10/24	Paving last resort	LR	4	60
October 2024	Paver collection last resort	LR	2	30
13/10/24	Last resort prep. for concrete pour	LR	3	45
14/10/24	Last resort concrete pour	LR	4	60
		Total claimed	25	375
Notes				

Treasurer's Validation						
# shares	Annual Max	Prev. claims this year	Forward from prev. years	Available to claim	Validated for this claim	Date Validated

October 2024

Approved Work List

Goolawah Co-operative has approximately 1500 acres of community land and depends on its members to complete **ALL** labour requirements.

Labour may be required on a weekly, monthly or annual basis.

Work not listed requires General Meeting approval.

Description of Work	Annual Budget Job ID
1. Bush Fire Management e.g. slashing, mowing and brush cutting community areas, clearing large branches and trees to facilitate slashing, fuel reduction, clearing fence lines and fire trails.....	APZ
2. Camp Kitchen and Last Resort Maintenance e.g. cleaning, tidying up, notice board.....	CKM
3. Fencing repairs e.g. include location, posts, wire.....	FENCE
4. Land Care e.g. weed & feral animal eradication, planting and caring for trees and gardens, GECO work.....	LCM
5. Road Maintenance e.g. filling potholes, working bees.....	RM
6. Tractor and Machinery Maintenance e.g. assisting maintenance team.....	TM
7. Administration e.g. committee business, website, newsletter, governance work, producing meeting minutes, meeting actions, child minding during general meetings.....	ADMIN
8. Projects (provide details of the project so the treasurer can assign the correct Job ID) e.g. Last Resort (LR), playground project (PLAY), playground safety (Playsafe).....	

Work Claim Form



Submit Work Claim to Treasurer at least 10 days prior to General meeting gool.treas@gmail.com
 Only work on the attached Approved Work List is claimable.
 Work Claims may be applied at \$10 per hour to the Work Levy (WL) or the Annual Levy (AL).
 Maximum claimable annually is WL \$180 + AL \$625 = \$805 per share
 Work Claims must be submitted on this form within 3 months of completing work.
 Claims must be validated by the treasurer BEFORE being submitted to a General Meeting for approval.
 Work claims cannot be applied to future years' levies.

Name/s: <u>Sam Ostermatt</u>		Site Number: <u>27</u>		
Date lodged:		Approval date General Meeting:		
Date/s Worked	Description of work	Category	Hours	Amount
e.g. 10.9.21	Membership work	C 1	3	30.00
5.10.24	Last Resort Pavers	B5	4	60
7.10.24	Last Resort Pavers	B5	2	30
8.10.24	Last Resort Pavers	B5	3	45
13.10.24	Last Resort Pavers	B5	3	45
14.10.24	Last Resort Pavers	B5	3	45
		Total claimed		225
Notes				

Treasurer's Validation

# shares	Annual Max	Prev. claims this year	Forward from prev. years	Available to claim	Validated for this claim	Date Validated