

GENERAL MEETING MINUTES

12 April 2025



Chairperson: Jac Larsen

Chairperson Signature:

Minute Taker: Denise Cobourn

Commenced: 9:05am

Acknowledgement of Country

Housekeeping: Reminder regarding meeting etiquette (Rule 50 Standing Orders at GMs)

Voting: Inactive members are not permitted to vote at a GM either in person or via a proxy (Rule 42).

Attendance: Craig Singleman, Dan Rose, Harvey Creswell, Belinda Ball, Bron Little, Ralph Van Hulst, Elizabeth Locke, Caleb Reid-Boquist, Peter O'Hara, Nick Reid, Wayne Skinner, Gerard Shea, Larry Knight, John Tennock, Marty Cole, Jac Larsen

Directors: Denise Cobourn, Julica Jungehuelssing, Mark Doonan, Kevin Harper, Lee Albert

Guests: Narelle Allison

Visitors: Nathan and Winona Costard (Emmanuel, Malachi), Alvaro Gomez, Saray Barba

Apologies: Rose Mahar, Wayne Ellis, Jenny Skinner, Natalie Lawler, Anne Tennock, Anthony Griffiths, Anna Du Chesne (D)

Proxies: Nil

Tabled: GM minutes 8 February 2025, Treasurer's Report, Work Claims, Draft Budget Summary 25/26, Anne's NR comments, Budget questions, Ordinary Resolutions, Personal Information March 2025, Work List and Work Claim Form March 2025 draft, Machinery Policy March 2025, Finance Policy March 2025, Australian Tax Office and Not-for-Profit Organisations.

ORDINARY BUSINESS

General Meeting Minutes

PROPOSAL: To accept 8 Feb 2025 GM minutes (signed by Chairperson)

Proposer: Jac Larsen

Seconder: Gerard Shea

Abstain: 1

Unanimous

Treasurer's Report and Work Claims

PROPOSAL: To accept the Treasurer's Report and Work Claims posted on the website.

Proposer: John Tennock

Seconder: Craig Singleman

Amendment: '...~~current~~ **previous** boards had considered the organisation's eligibility to self-assess as non-taxable'.

Unanimous

- Q4 invoices 1/4/25 – \$21,220 paid, \$22,328 due before 30/4/25.

ATO and Not-for-Profit organisations (John/Denise)

- The Board and the Treasurer are currently in the process of working through the steps to bring the Co-op up to date and compliant with the new ATO processes.
- The Co-op is classified as a taxable not-for-profit.
- For further information refer to website posts and comments:
<https://goolawahmembers.com/2025/04/05/general-meeting-12-apr-2025/ato-and-nfp-organisations/>

Board Meeting Minutes – 4 and 14 March (posted on the website).

ORDINARY RESOLUTIONS

1. ~~To add more information about the Rules relevant to the by-laws and to (amendment)~~ remove **'Exceptions to a by-law may be considered if an Ordinary Resolution with 21 days' notice is proposed and approved at a General Meeting'** from the introduction.

RATIONALE

It has come to the Board's attention that Rule 9 does not ~~allow~~ (amendment) mention exceptions, therefore it needs to be removed to comply with the rule.

Proposer: Board of directors

Secunder: Peter O'Hara

Amendments accepted by the Board.

Introduction to read as:

REFERENCES:

Rule 9 By-laws, Rule 43 Decisions at General meetings

- To become a by-law an Ordinary Resolution with 21 days' notice must be proposed and approved at a General Meeting.
- A breach of a by-law shall be deemed to be an infringement of the rules.

It is important to understand the by-laws and how they might impact the way you live.

Abstain:1

Unanimous

Discussion:

Members must present a detailed proposal by Ordinary Resolution with 21 days' notice to a General Meeting for approval to amend a by-law to allow exceptions.

2. To approve the revised Finance Policy March 2025.

Proposer: Denise Cobourn

Secunder: Julica Jungehuelising

Unanimous

RATIONALE

The change to the Work Levy payment terms has been added, along with some minor corrections. Work Claim references removed from Levies and Subscriptions and moved to Work Claims. The Work Claims section is more appropriately placed following Levies and Subscriptions.

Discussion:

Work Claims 11. b. Agreed members may request approval at a GM for the WC to be applied to the ML once the WL has been exhausted.

3. To approve the Personal Information March 2025 document.

Proposer: Denise Cobourn

Secunder: Peter O'Hara

Abstain: 1

Unanimous

RATIONALE

The document replaces the Privacy Policy and summarises how the Co-operative collects, uses, discloses and stores the member's personal information; and members' responsibility for personal information.

4. To approve the revised Machinery Policy March 2025.

Proposer: Mark Doonan

Secunder: Craig Singleman

RATIONALE

The policy has been reviewed to reflect current practice.

Unanimous

ACTION: All members using co-op machinery must follow the Machinery Policy and complete and sign the Machinery Usage Agreement before using machinery.

BUSINESS ARISING

Casual Director vacancy:

Nomination – Jac Larsen

Proposer: Julica Jungehuelasing

Seconder: Denise Cobourn

Unanimous

Work Claims (Denise):

Ordinary Resolution

To approve the revised **Work List and Claim Form** to include a separate process and Work Claim for the Bush Fire Management, Road and Machinery Maintenance Team.

RATIONALE

This will avoid the Team members having to comply with Tax Law and taking out personal injury insurance. The team will function as it is currently and receive the same rates. Clint and Sam would be permitted to claim all levies and the Infrastructure Share subscription. Other team members would be permitted to claim Membership and Work Levies. Team members would also be reimbursed into their bank account for expenses e.g. fuel, spare parts, and for using their own machinery and tools.

Refer to the Work Claim Form for rates and the process,

It is hoped this practice will help ensure the Co-op keeps its roads and machinery well maintained, and regular coordinated bush fire management will mean the Co-op is well prepared in the event of bush fire. The Co-op will reduce its reliance on having to engage expensive external contractors.

Unanimous

ACTIONS:

- Contact Craig or Mark D if you you'd like to join the Team.
- Support our Treasurer with the new process by ensuring the Claim Form is completed accurately.
- John to keep the Board informed during the introduction of this new process to help with any issues.

Solar System Upgrade Camp Kitchen (Dan):

- Dan provided an overview of the project and costings to date prepared by himself and Keith.
- Keith set up a Solar Signal group.
- Existing system could be utilised at the Last Resort.
- Suggestion to keep the Machinery Shed system separate from the Camp Kitchen.
- Machinery Shed - **focus on security** / cameras, vehicle immobilisers, solar night lights,



- WE ARE WATCHING YOU!
- Should be able access Wi-Fi from nearby sites.
- Straw vote to proceed with the project.

ACTION:

Dan to provide details of project and costings for posting on the website.

REPORTS

Secretary's Report (Nick):

- Fire Safety inspection completed, signed off and sent to KSC.
- PO Box renewed.

- Insurance for Public Liability, Business and Management Liability has been received. Total \$11,558 (draft Budget included \$15,000).
- Enquiry from Black Hawk Creek community asking who we use for insurance.
- AWTs issue – the Board sent Crow and Aliya a letter 10 March offering support and requesting a response within 14 days. Given there has been no reply, the matter has now been closed.
- Share Certificates are available for collection at GMs or contact Nick.
- Atmo's WC for slashing Site 39 \$50 – hold over to June GM.

ACTIONS:

- Update Director Register with FT within 28 days.
- Forward insurance invoices to John for payment and post policies on the website.

Membership Report (Anna):

- Rose advertised Ralph's Site in Eco Real Estate – Helen & Mia enquired.
- MC has been trialing an EOI form. The Application is provided after the EOI has been received and they have visited the Co-op.
- **Seeking community feedback regarding a process for maintaining Eligible for Membership status.**
- Membership Committee Meetings Minutes posted 10/4/25.

ACTION:

Revisions to forms are currently underway and will be posted and presented before the June GM.

APPLICANT	STATUS	GUIDES
Laura Manerowski	Progress Meeting May/June	Ish, Marty
Alvaro Gomez, Saray Barba	Questionnaire posted 11.4.25	Ish, Marty
Hanjo	No progress	Marty
Clare Millier, Tor Jermaine Branton	Progress Meeting Mid-May, Luke & Ish offered cabin June.	Elizabeth, Lexie
Patrick Indo, Kylie Reavley	Pat police check, Kylie in progress	Elizabeth, Lexie
Tim Stewart	No progress, app. Exp. 7/6/25	Elizabeth, Lexie
Amy Riddell	Currently in India	Elizabeth, Lexie
Jay & Emma Fluhrer	Withdrew application	Elizabeth, Lexie
Helen & Mia Groombridge (EOI)	Questionnaire posted 10/4/25 Visit late March, camped CK	Elizabeth, Lexie
Nathan & Winona Cosford (EOI)	Questionnaire posted 11/4/25 Attended GM 12/4/25	Elizabeth, Lexie
Ben & Kim Horsington (EOI)	Planning to visit soon	
Mitchell Pender	Visited 5/4/25 – not pursuing	
SITES FOR SALE	SITE NUMBER	
Isaac Ryan	18	
Michael Moey	47	

Ralph Erthel	50	
Sainttina de Moleay	77	
Dave Van Meg	58	
ELIGIBLE for MEMBERSHIP		
Ginny (Nick's sister)		
Jay & Anadean (Luke's son)		
Michelle & Logan (Trinh's sister)		

Guests of Members

The MC is not responsible for following up guest status.

The host member is responsible for adhering to the Guest Policy:

<https://goolawahmembers.com/policies/>

- Members who have guests staying longer than 28 days in a 12-month period must complete and sign the Guest Agreement and on approval by the Board, their details will be added to the Guest Register.
- Guests staying longer than 2 months in a 12-month period must also provide a National Crime Check. *NOTE: Partners and immediate family members, including parents, adult children, brothers, and sisters are exempt from providing a National Crime Check.*

ACTION:

The Board to write to members who are yet to comply with the policy, requesting they respond within 28 days of receiving the letter.

Finance Report:

Ordinary Resolution

Nevertire Road Stage 3 budget

To approve \$300,000 as a provisional amount for the NRS3 project budget.

Proposer: Wayne Skinner

Seconder: Natalie Lawler

Unanimous

RATIONALE

The NRS3 budget is calculated at \$50,000 per 100 metres with 600 metres remaining. This is derived from costs associated with the previous two Nevertire Road Sealing projects. Funds will be accumulated over the coming years. A detailed project plan will be provided at a later date. The funds will not be utilised until after the detailed project plan, section 138 approval, Contractor price and community approval.

Nevertire Road funding comments (Anne) – for information only as an alternative to ensuring the Co-op has adequate funds to complete the project.

As we get closer to the completion date we will have a clearer picture of the shortfall, if any.

The subscription period for Terms of Issue ends 31/12/2027.

Draft Annual Budget and questions 2025/2026 (Wayne)

Questions

1. If the budget and Levies are not agreed at the June GM should we rollover the levies from the previous year until the community agrees to the new budget and levies and adjust the levies to meet the agreed budget? **YES**
ACTION: Draft Budget Summary is clear – post the the summary and more detailed spreadsheets on the website.
2. Do you agree that the Membership Levy and Work Levy both contribute to the expenses in the Admin Budget? **YES**
3. Do you agree that Work levy is constrained to \$300 per member and that exceptions are for office holders only and must be agreed (by the board or at a GM) prior to the work being performed. Office holders being, Secretary, Treasurer and others such as Project managers, Coordinators? **NO**
Members annual maximum remains unchanged at \$1100 with GM approval.
4. Should we continue to include a Capital reserve (Surplus) in the Admin Budget? **YES**
5. Should we postpone all projects that impact finances until after NT road is completed, ie. until 2028 and stop placing funds into the sinking fund. **NO**
*Or should we increase funds into the Sinking fund to accommodate for future projects. **NO***
- Discuss future projects on a case-by-case basis as they arise.

GECO/Landcare Report (Lee):

- Lantana in The Bowl – a few members have spoken to Chris. May need to approach again if no action is taken.
- Gold Mine – Amaranth outbreak needs attention – in burn pile, currently seeding.
- Bushranger's Report – Steve C did not provide a report.
ACTION: Post minutes of last Bushranger's meeting on the website along with GECO minutes.
- Aggressive kangaroos - Steve H is talking to Shaun (NPWS) about providing advice at a meeting (date to be confirmed)
- Aiming to co-ord a meeting between GECO and the Bushrangers.
- Illa Langi Post Box Planting – Mark G provided a tentative proposal. Would Mark like this to be posted on the website?
- When planting along roadsides we must take into account road visibility / blind spots / distance from roadside.
- Extension of Boomerang Garden working bee was very successful, ripping and planting in Spring.

Road Maintenance Report (Kevin/Craig):

- Steve H has joined the Team and had his first go at grading with the old tractor and blade.
- Need to scarify and roll corrugations, Craig is following up with Wayne Arndell.

Machinery Report (Mark):

- White striker – stolen and recovered at Back Beach with fuel drum, drip torch, fire extinguisher and key missing. Police contacted – reported found.
- Steering lock being considered, currently stored at Ralph's, contact Mark or Craig if you want to use the striker.
- Other striker was left undamaged with nothing stolen.
- Need a new key lock box.
- Red tractor needs attention or retiring.

Fire and Flood Report (Craig):

- Cyclone Alfred – no issues. Catchment very wet – remain on flood alert.
- Preparing for bush fire has been hindered by wet grounds.
- Craig is still pursuing the idea of a mulcher, although advice from experts suggests we'd get better value for money by hiring an excavator and creating burn piles due to the size of saplings.

Social Committee Report (Larry): Refer to Social Calendar

- Film Fest **Good Friday 17 April** at the Last Resort
- Community dinners are a winner and well attended – pizza/pasta/bread night next **Sat 18 April**
- Fashion Parade cancelled
- Marathon Easter **Monday 20 April 7** laps around Forest Way
- Autumn Garden Tour rescheduled to **Sat 10 May**
- Winter Solstice Market – **Sat 28 June**
- Archibald Exhibition **Sat 17 July**
- Poster Comp August

PROJECT UPDATES

Red Hill Last Resort (Marty): Refer to designs posted on the website. Keep ideas coming.

Camp Kitchen shower (Wayne): all connected, nearly complete, donations of iron and timber needed.

GENERAL BUSINESS

Water Filter and UV Light Camp Kitchen (Aliya): not in attendance.

Security: refer to Solar System upgrade.

Members using community land for personal items: please keep personal items off community land, this includes planting of trees without community consultation.

MONTHLY WORKING BEES: Next Working Bee 3 May, 9am

NEXT GENERAL MEETING: 14 June 2025 9am Camp Kitchen

MEETING CLOSED: 12:35pm