

WTMC Committee Minutes

Wed 13 May 2015 6pm, TTC Hall

In Attendance:

Amanda Wells, Richard Lardner, Amelia White, Illona Keenan, Katy Glenie, Richard House, Jo Fink, Andre Zubkov, Emily Shrosbree, Megan Sety

1 Apologies

Beccy Day, Brendan Eckert, Tony Gazley

2 Minutes of last meeting

Action:	Person:
Pete Silverwood is the correct name of our gear custodian, not Pete Silverdale. Please note for all future communications	Beccy
New committee members to send an "about me" and photo to Richard for uploading to the website	New committee members

3 Matters arising from last minutes (Amanda).

The minutes of the last meeting was approved by the committee:

Proposed by: Amanda

Seconded by: Jo Fink

- a) Updating details at societies.govt.nz – Beccy has got the registry key for WTMC and has updated the annual report, financial statements and list of officers.

Action:	Person:
Minutes approved – proposed by Amanda and approved by Jo	N/A

4 Handovers, meeting practice and goals for this year (Amanda)

- Check that everyone has had handover from previous person
- Sense check of committee meeting processes and practices
- What do we want to focus on in 2015/16?

Action:	Person:
Continue to actively look for assistant chief guide to help Illona	All
Ideas to focus on for 2015/16 year: 1. Actively supporting leaders and new leaders 2. input into Wellington Conservation Management Strategy 3. Fostering a community. Action – all committee members to think about how these priorities might look and attend/ input into half day planning session on June 14 (3 hours). Megan and Andre to organise planning session.	Megan & Andre

5 Finances (Brendan)

- a) Bank Rec for March and April
- b) Diversification of cash assets
- c) Approval for Masport burner at \$1600 for Paua Hut

Action:	Person:
Masport burner purchase approved: Proposed by Amanda and seconded by Megan	N/A
Amanda to follow up with Brendan re audited accounts and March / April bank recs	Amanda

6 Club credit card for use by transport officer and treasurer (Richard L and Brendan)

Proposal: The tramping club obtain a credit card to be held by the transport officer and treasurer to pay for rental vehicles, interislander bookings and other expenses.

Advantages

- Club members would not have to pay upfront for vehicle hire and ferry tickets (this would be done by the transport officer at the time of booking), so the treasure would not have to reimburse people.
- The credit card could also be used by the treasurer to pay numerous other club bills (e.g. Bidvest, telephone, rates etc).
- More convenient for club members and make the treasurers job easier.
- As a safeguard against misuse, only the treasurer and transport officer would have access to the credit card, and the monthly statements would be checked by a third person (e.g. vice president – need to identify a suitable person) to ensure the card was being used appropriately.
- Brendan has looked into this a bit – for example, we should be able to get a BNZ cashback card that would cost \$50 every six months. However if we spend > \$24,000 every six months we would get \$1 for every \$120 we spend and then changes to \$1 for every \$150. If we move costs over to the credit card we would expect to spend \$48,000 on the card each year, which would mean the cub would receive at least \$320 back every year.

Action:	Person:
Credit card statement should be approved by committee each month. Brendan to investigate best credit card option for the club. In principle agreement to have a credit card: Proposed by Megan, seconded by Illona	Brendan

7 New projector (Tony)

After a lot of quizzing NZ retailers and searching net blogs the best readily available projector for club use would seem to be the SONY VPL –CH370.

But it comes with a fairly hefty price tag of \$2,999.

So after all that my view now is that unless the club has \$s to spare the benefits from replacing the existing projector are not worth that cost. Having a snazzy projector is unlikely to get more folk along to watch the pictures on Wed evening, even if those there benefit from better quality images.

So my recommendation is to forget the upgrade for now.

Action:	Person:
Propose that Tony's recommendation is taken forward (ie no projector upgrade): Proposed, Amanda, Seconded Illona	N/A

8 Membership (Jo)

a) New members

- Graeme Hearfield
- Annemarie van der Slot-Verhoeven and Martijn and two children Fien and Luc
- Nick Horrell
- Ian Hammond
- Tereza Bublikova
- Amie Lightbourne
- Caryl Ramos
- Brad Crowley
- Diarmuid Murphy
- Dan Pasco
- Yuki Fujita
- David Harris

b) Potential suspensions

Adult

- Rob Hosking

Household

- Sarah, Felix and Madeleine Caylor
- Stijn, Noa & Tomas Schepers and Ann Meaes
- Vivienne, John and Benjamin Lewis
- Yingjie Zhang and Alex Huang

Veterans

- Angela Power (NB since the meeting Angela has contacted Jo and has now confirmed she doesn't want to have her membership suspended and is also considering adding her family to the membership. She is now removed from the suspension list. RD 24/5/15)
- Mark Gazley

Friends of Club

- Anthony Mulick
- Rex Wessels

- c) Joining requirements – Jo and Beccy have updated the wording on the website and membership form. Beccy has uploaded the new version of the constitution as voted in at the AGM. The committee just need to approve the wording of the membership policy (see p 5), so Beccy can upload the new version to the website.

Action:	Person:
Consider new member induction process	Jo and Emily
Agreement to suspend those listed under potential suspensions above: Proposed Illona, Seconded Megan	Jo

Jo will order 415 FMC cards	Jo
All new members accepted: Proposed Jo Fink, Seconded Richard House	Jo
Move to approve the wording of the membership policy: Proposed Amanda, Seconded Megan. Becky to upload new policy to website	Becky

9 Trips (Illona)

- a) New ideas for trip planning - I thought to make trip planning easier we could provide a few resources that stay at club rooms -wifi, club buying set of appropriate maps (20% discount at Bivouac), books (I'm happy to shop for second hand and new). Would need to approve expenditure up to x amount.
- b) Richard H/Emily and I would like to show what we have done to trip scheduling spreadsheet for comment. Especially important to discuss helping leaders say club isn't a tour guide service for randoms, and if they don't know the punter how to manage. Kev (not on committee or assistant chief guide) mentioned he wanted to opt out of email sign up and thinks it will be the death of club nights

Action:	Person:
Consider using the TTC library for trip planning – Megan to ask TTC	Megan
Consider WIFI for clubrooms and bulk ordering maps for trip planning night – cost proposal from Illona to next meeting	Illona
Consider template email to help leaders vetting people for trips. Katy to send possible template to Illona	Katy

10 Subsidy for First Aid Course (Beccy)

Please can the committee decide the amount to subsidise the outdoors first aid course.

Cost of course is = \$3799 incl. GST, fixed price, with a maximum of 20 attendees.

Other costs = van (\$28 for members and \$33 for non-members) + venue (\$5 per person per day)

Based on 20 people attending cost per person is:

\$228 (members), \$233 (non-members)

Based on 15 people attending the cost per person is:

\$292 (members), \$296 (non-members)

We could charge something like: \$180 for members and \$300 for non-members. But cancel the course if we do not get at least 15 people. This pricing would mean that the cost to the club (out of the training subsidy budget) would be around \$1000 if we get 20 members attending and \$1700 if we get 15 members attending. I'm assuming we won't get many non-members attending. Can you discuss is we are able to subsidise more than this and bring the price down? We need to set the pricing so I can advertise the course and get sign-ups.

Action:	Person:
Amanda encourages committee to sign up to this course (6 – 7 June). Amelia to promote on FB and Illona to promote at club. Becky to check cancellation date.	Amelia, Illona, Becky
Consider making the course member's only, and fully subsidised. However ask for a commitment to lead 2 trips per year. Illona moves to fully subsidise the	Becky

course, for members only, and participants pay \$38 to attend (covering the van and venue hire). Amelia seconds proposal	
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11 Newsletter – a modest proposal (Tony)

Tony gave the following update on the newsletter:

1. The paper copy of the newsletter is only distributed to about 18 people. Tony has stopped sending this out (it takes the newsletter editor around 4 hours per month to prepare the paper version).
2. Very few club members are reading the newsletter online, and 80% of hits come through Google.
3. Tony has set up a new system where a notification is sent to members when there is a new newsletter post.
4. There is an unsubscribe button for those who don't wish to receive these notifications
5. Tony proposed that the monthly Track Talk etc. posts should stay but be combined into a single post and published just whenever there is something to say. These posts at least get as many (or more) people reading them than most of the trip reports do.
6. There have been suggestions for larger photos in the stories – that is easily done.
7. And eventually the front page could be jazzed up a bit.

Action:	Person:
Jo to ask Brendan to refund people who mistakenly paid for the newsletter subscription	Jo
Committee would like to discuss this proposal – Tony to cover this proposal in the next committee meeting	Tony

12 LINZ Topo Strategy (Beccy)

LINZ have given us the following information on their strategy:

LINZ releases topo strategy

Land Information New Zealand (LINZ) has released a new topographic strategy which ensures it reflects changing needs and uses for its topographic mapping products.

LINZ Group Manager Topography and Addressing, Aaron Jordan says that the trusty topo map has long been used by trampers and others in the outdoors.

“This strategy recognises the need to continue to produce accurate, high quality maps, but also reflects the growing number of digital uses for topographic data.”

LINZ will look at the potential for new digital versions of its data, that others can reuse it to created new products like mobile apps, software and websites.

“In developing the strategy, LINZ received feedback from trampers and other users. We appreciate the time people took to contribute and we considered all of their comments.

“Many of these comments were specifically about our maps and as a result we’ll be looking at how we can continue to gather user feedback and better prioritise the way we update our maps.

“As part of this we are currently carrying out a customer survey and map users are encouraged to participate. In addition, if people do have feedback on errors or omissions in our maps they can email info@linz.govt.nz.”

The New Zealand Topographic Strategy is [available on the LINZ website](#).

The customer survey is also [available online](#).

- a) Communication to membership?
- b) Feedback/Completion of survey?

Action:	Person:

Becky to send survey information to Tony for promotion to members through newsletter and forum	Becky
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13 General business

- a) **ECO Alerts** (Environmental and Conservation Organisations of NZ). Secretary@wtmc.org.nz receives email alerts from this organisation, which, until recently I assumed were SPAM. I now realise we actually pay a subscription to this organisation. Question 1: do we still want to subscribe? Question 2: What do you wish me to do with the email alerts which I receive approximately every 2 weeks?
- b) **Volunteer roles** – Megan has suggested we review whether there are any club members who we should approach for volunteer roles: e.g. door money banking, trip fee checker, van jobs, etc.
- c) **Wellington Conservation Management Strategy** (DOC’s overall strategy for the region, including Tararuas and Ruahines: it will “guide managers and the public and establish Wellington conservation objectives and priorities”)
 - Initial meeting for interest groups on 20 May. Katy, Beccy and Illona to represent club.
 - Any points we particularly want made?

Action:	Person:
Amanda moves to cease our membership of ECO, seconded by Illona	Becky
Jo to send out list of new members volunteering choices to committee	Jo
Volunteer non committee roles: All committee members with people volunteering in their area to check if they are happy to continue with their volunteer roles	All
WCS feedback – key points to propose in up-coming DOC meeting: 1. How DOC can help volunteers get stuff done rather than putting in barriers (eg trapping = first aid course which costs \$, track maintenance = a new DOC asset that needs to be maintained and therefore not encouraged; hut maintenance = ownership and liability issue -how can clubs “own” a hut? 2. Voices for the back country Beacky, Illona and Katy to take these thoughts to the meeting	Becky, Katy, Illona

14 Any other business

Action:	Person:
Tablet computer has been found in clubrooms. No-one has claimed it. Megan will get the computer cleaned so the Club can use it for (eg) trip planning night	Megan

NEXT MEETING: Wednesday 10 June 6pm

Appendix: Proposed changes to membership policy

The current membership policy states:

1) THAT ...

(a) For election to Senior or Junior membership the applicant shall be nominated and seconded by two members of more than 12 months standing in the Club.

and ...

(b) For election to Associate or Child/Children membership, the applicant shall be nominated by a member of the Club.

2) THAT applicants for Senior or Junior membership shall have participated in two overnight tramping trips with the Club within a reasonable time prior to the application: and THAT Child/Children members applying for Junior or Senior membership will be expected to have undertaken two trips within the two years prior to the application.

<<<<Sections 3-5 skipped as they will remain unchanged>>>>

6) THAT persons reapplying for membership be exempted, at the discretion of the Committee, from being charged the entrance fee and be required to do two (2) tramping trips. However, if the opinion of the Committee, that a person is applying to rejoin the club purely for the purposes of only obtaining membership rates at the Lodge, then they should be required to fulfil the requirements of going on two tramping trips and the payment of a membership joining fee.

The proposed changes are:

Clause 1 shall read:

1) For election as a member, applicants should be voted in by 2/3 of the committee

Delete clause 2 and 6. Renumber other clauses as necessary.