

MINUTES OF THE WTMC COMMITTEE MEETING
Held from 7 pm on 9th OF NOVEMBER 2010 at Jenny's place

1. PRESENT

Darren Hammond (Chair), Steve Austin (Treasurer), Amanda Wells (Chief Guide), Jenny Beaumont (Membership), Megan Banks (Promotion Officer), Sue Walsh (Lodge convenor), Donna Maher (Social Convenor), Mika Verheul (Secretary), Mike Gilbert (member).

2. APOLOGIES

Gareth Morton (Transport Officer), Melissa Hewson (Asst Chief Guide), Michael Lightbourne (Newsletter).

Agenda: 5.7 will be discussed as 5.2 with other issues following in unchanged order; issue 5.9 Membership Officer added.

3. MINUTES OF MEETING 10/10/10

Motion: that the minutes of the October committee meeting be received as a true and accurate record. Moved: Darren, Seconded: Steve.

4. OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

Club cupboards are to be tidied up by committee members. Especially treasurer is to decide about financial records, as they might be important to save or legally required.

Considering the AGM the 1st week of April and the annual reports in March, reviewing the archives/committee folders will be yearly on the committee meeting agenda for March (**Action Mika, All**).

Archives NZ has not been contacted yet (**Action Donna**).

5. COMMITTEE REPORTS

5.1 President (Darren Hammond)

Welcome new committee members Megan Banks and Mika Verheul.

Darren went to the meeting of the NZ Walking Access Committee (www.walkingaccess.govt.nz). They presented a mapping system indicating what farmland is legal to access and open to public. The link has been mentioned by Mike McGavin on the forum page earlier: <http://www.wtmc.org.nz/forum/read.php?5,6429>.

Darren also went to the Tararua Aorangi Rimutaka Huts Committee meeting on the 27th of September: will circulate the minutes.

5.2 Lodge Convenor (Sue Walsh)

The maintenance plans for the Taranaki windows of the lodge have been put on hold for years, but really due this summer. No building consent is needed for the improvement the sub-committee proposes at this stage: double glazing to be achieved by installing other layer on top.

Motion: that the Taranaki windows are improved for the total cost of \$5,360 plus gst. Moved: Sue, Seconded: Darren and Steve.



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The steriliser is broken and needs to be replaced. Costs are \$5,425 incl. gst. The club is fortunate to have a registered plumber in the sub-committee who can install it. Committee agrees to buy steriliser.

Motion: that a new steriliser for the costs of 5,425 incl gst will be bought and installed. Moved: Sue, seconded: Darren.

Also the microwave is broken and needs to be replaced.

Motion: that a new microwave for professional use will be bought for the lodge at the maximum cost of \$400. Moved: Sue, seconded: Donna.

Andrew Trembath attended the AGM/October meeting of the RMCA (Ruapehu Mountain Club Association) on behalf of the club:

They talked about the DOC Tongariro National Park Management consultation plan partial review. More information about this review can be found at <http://www.doc.govt.nz/getting-involved/consultations/current/draft-tongariro-national-park-management-plan-partial-review/>. The two main issues for clubs are whether or not to allow over-snow passenger service use within skifield areas, and whether the winter monopoly transport operator (by RAL) on the Bruce Road should be opened up to other operators. A new gondola/chairlift will be developed. Sue will circulate the comments and recommendations of the RCMA on the plan. The RCMA will make a submission (due 10/12/2010).

Further issues at RMCA meeting:

- The RMCA has an insurance scheme for clubs available. WTMC is not joining this so far.
- The RMCA membership will stay \$200 per club.
- John Hotter from the Fire Service based in Wanganui, spoke to RMCA members about fire safety. Make sure switch boards are checked regularly. He stated that it is a requirement for all clubs to have 6 monthly trial evacuations. For WTMC lodge dates (Feb/Nov?) and trial should be organised. **Action Sue.**
- General recommendation is to move away from electricity as energy supply.
- A kiwi had been killed by a car on the road recently (DOC message).

RMCA membership to be waived for the 2010/11 year reflected reduced expenses.

5.3 Promotions (Megan Banks)

The door roster is organised up to the end of the year.

Date for New members night is February 23rd 2011.

Brochures and posters (designed by Dave Bergin) available or to be printed. Reimbursing (pizza's, posters) to be arranged by contacting treasurer. New members night to be announced in Summer trip schedule. **(Action Amanda).**

5.4 Newsletter

December newsletter deadline is 3rd of Dec. 2010. Darren will send reminder week before. **(Action Darren).**

The journal is ready and will be distributed together with summer schedule and newsletter in the same mail out. Jenny will also add the membership invoices with a letter explaining the early renewal request. **(Action Tony, Amanda, Jenny).**



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Request from CTC tramping club to receive digital copies rather than hard copies: no objection if they prefer this. Michael replied to CTC secretary. General policy WTMC to be clarified to CTC.

Action Darren.

Newsletter production and newsletter distribution are two separate tasks. The process of distribution, linked to keeping the members list and mailing list accurate and up to date (digital or hard copies) needs to be streamlined. **(Action Jenny, Mike, Michael).**

Digital newsletters from other clubs should be emailed to the WTMC secretary, who will print them and bring them to committee meeting.

Mike Gilbert to talk about website:

Central questions are: what happens in the club and how do people find out about this? What information has to be accessible for all, what information only for members? Is it clear what the benefit of membership is? How can members login securely?

It is a huge task to streamline procedures and clarify all the digital information available. Mike wants the individual officers to define what information in their specific area is useful to members or non-members. E.g. committee meeting minutes, newsletter, drivers list, trip schedule, addresses, constitution. **(Action Mike, all).**

The members list should be an easy to maintain database. What information do we want other members to have access to, and how can we secure the login? Most private information is not necessary for others and must be hidden. For e.g. membership fee and the newsletter other details are applicable.

Mike is looking into the possibility of emailing people by clicking on their names, directly redirecting to their email address without showing the address details. We don't want personal data, address and phone numbers available on the web. An alternative could be to register all trip leaders (about 40) on a list which can be accessed by "contact us".

What is the advantage of membership?

- Annual hut pass discount
- Discount outdoor shops
- Advanced booking for the lodge and Paua hut
- Receiving the journal
- Voting rights and being represented in regional/national organisations.

Jenny will write article for the December newsletter to reiterate what membership is about. **(Action Jenny).**

University clubs are a good source of new members and should have good access to information about the WTMC.

If you do day trips only there is less benefit from membership. Leaders of club trips have to be members. However, for leading family day walks only, an exemption might apply. It will be decided by the committee on a case to case base whether membership is required.

Mike recommends hosting the website elsewhere for the cost of \$114. Currently it is on Wellington Community Web, but they only have 1 server which makes it vulnerable. If it goes down it needs a full week to restart. Motion: that a more reliable host will be found for the website. Moved: Darren, seconded: all. Mike will advise committee. **(Action Mike).**



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Jenny notices that the page 'Gallery' on the website is not being used in an efficient way. The committee supports the idea of putting changing photos on it. Everybody who has photos that might be useful can send these to Darren. Darren will coordinate the 'gallery' page. Donna suggests using photos of photo competition last year or the ones used at the ball. **(Action Donna, Darren).**

Digital information is the future. We agree that the club should have a policy for email messages sent and signed by club officers. These should primarily represent the club's view and not your own personal opinion. If other officers are involved it is logic to contact them before replying or at least keep them informed about it. Donna and Megan will look up their policies at work and make up something. **(Action Donna, Megan).**

The recipe book is available on the website now.

5.5 Chief Guide (Amanda Wells)

Richard Lardner will take care of trip sheets.
Provisional summer schedule is sent out to possible leaders, to be finalised by the 3rd of December.
Monthly leader meetings are well attended and appreciated.
Amanda has bought several park maps. They can be used during schedule planning meetings and monthly leader meetings.
Bushcraft course will be held in Paua Hut; for the First Aid course accommodation has to be booked. **(Action Steve).**

5.6 Social Convenor (Donna Maher)

Club Nights: 15th Dec quiz night; first meeting in 2011 is January the 12th (gear only).
Photo Competition: 2nd of March 2011, week after New Members night. Donna is finalising the judging panel. Richard Young confirmed but might be in Europe, Grant Newton confirmed, John Rhodes to be approached.
Categories are announced: mainly matching the FMC categories but minor changes made. The aim is to enter the winning WTMC photos at the FMC competition, so it has to be checked whether our categories are covering the same themes. **(Action Donna).**

5.7 Transport Officer (Gareth Morton)

Erik Van der Spek helps out during Gareth's absence in November/December.
Vans are maintained through Ford garage on Taranaki Street. Serviced only when needed or due, no fixed contract. The actual issues with the WTMC-van regarding fuel supply (?) will be taken care of by Steve. **(Action Steve).**

5.8 Treasurer (Steve Austin)

The October bank reconciliation is adopted as being correct. Moved: Steve, seconded: Darren.
DOC has sent official contract for WTMC to be signed.
Steve presents financials 2010 to date 31/10/10. The use of the lodge must be promoted more as numbers go down. Lodge and transport are separate posts on account. Most members pay by online banking. Trip leaders are to check before the trip whether their punters paid.



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Membership subscription fees for 2011/12 to be confirmed later in November 2010. Steve will write proposal and advise committee per email. **(Action Steve)**.

5.9 Membership (Jenny Beaumont)

The contact list is on hold as Jenny doesn't have time to format it properly before the end of November and this is getting too late in the year. No-one has asked for it and members use the electronic version. The searchable membership database on the club's website needs sorting out. **(Action Jenny, Mike Gilbert)**.

Paul Andrews is helping out in updating and checking the digital data from the members.

Membership fee: the club's financial year starts the 1st of February. Payment of membership in May/June is too late. Motion: that the membership fee early payment is due by the 1st of February, late payment is due by the end of March. Moved: Jenny, Seconded: all.

New member: Valentina Dinica. Moved: Jenny, seconded: Steve

6.0 GENERAL BUSINESS

Darren hands over the Communal Club Seal to Mika.

Next Meeting: 7pm Tuesday 14th December at Darren's place in Korokoro.
Social meeting (BBQ – BYO) from 5.30 onwards.

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Meeting Closed 9.20 pm

