

MINUTES OF THE WTMC COMMITTEE MEETING
Held from 7 pm on 14th DECEMBER 2010 at Darren's place

1. PRESENT

Darren Hammond (Chair), Steve Austin (Treasurer), Jenny Beaumont (Membership), Gareth Morton (Transport Officer), Megan Banks (Promotion Officer), Sue Walsh (Lodge convenor), Donna Maher (Social Convenor), Amanda Wells (Chief Guide), Melissa Hewson (Asst Chief Guide), Mika Verheul (Secretary), members Mike McGavin, Richard Lardner and Sharron Came.

2. APOLOGIES

Michael Lightbourne (Newsletter).

3. MINUTES OF MEETING 09/11/10

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

4. OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

December mail out has been finalised: journal, newsletter, membership, summer schedule. Further discussion under 5.10.

Photos for web gallery: reminder to send photos to Darren (copied on disk or memory stick) (**Action all**)

5. COMMITTEE REPORTS

5.1 President (Darren Hammond)

Welcome back Gareth Morton; welcome to members Sharron, Mike and Richard.

AGM will be held 6th of April.

Notices re prospective committee members should be given at least 2 weeks in advance. Annual reports have to go on website in March; newsletter announcements in Feb (and March) re annual reports, AGM and upcoming notices. Darren will send committee members reminders.

Darren won't stand for president next year as he'll move to Auckland.

Trip schedule lasts till end of April.

First Committee meeting of the new WTMC year on 12th April.

5.2 Secretary (Mika Verheul)

Thanks Megan for providing a concept Communication policy. Suggestion to add "if in doubt ask the president" at #3. Motion: that the policy #1-5 as written below will be adopted as a WT&MC policy. Moved by Mika, Seconded by all.

COMMUNICATIONS

1. THAT customer service is positive and proactive. Responses are professional and courteous, and made in a timely manner.
2. THAT advice given and actions taken are impartial and represent the overall views of the club.
3. THAT relevant officers or other committee members are consulted if an issue affects more than yourself. If in doubt ask the president.
4. THAT individual comments do not compromise WT&MC and are in the best interests of the club.
5. THAT any activities and contribution to public debate or discussion are consistent with the best interests of the club.



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5.3 Promotions (Megan Banks)

New members night 23rd Feb is announced in Summer trip Schedule. Posters will go out in January. Megan is recruiting people to help out.

5.4 Newsletter

Newsletter deadline/publication dates for early 2011: first deadline Fri 28th Jan. Darren will send reminder, especially for annual reports due late Feb **(Action Darren)**. Please be aware Michael only has access to a computer for editing on Sundays which limits practicality. Michael's long experience regarding the committee and the newsletter is much appreciated.

5.5 Chief Guide (Amanda Wells)

Richard Lardner takes care of trip sheets.

Mike McGavin stops doing trip stats as he moves to Australia in January. Asap somebody needed to succeed.

Summer schedule, valid till end of April, finalised but it was hard to find leaders. Garry Skipper helped out by volunteering to lead four random trips. A few non-members happy to lead family-(day) trips. It takes about two months to design new schedule.

First Aid course accommodation 15-17th April has to be booked with Kate. **(Action Steve)**.

Steve and Donna happy to coordinate first aid course.

5.6 Social Convenor (Donna Maher)

Club Nights: 15th Dec last club night of the year is quiz night. Prices will be \$20 vouchers for trip money.

For next year Donna suggests for the social convenor to skip a club night every 6 wks to recharge. It is energy consuming to find people for talks and to be present every Wednesday.

Donna will be away during January. Darren will take care of the 12th (gear only) and 26th (talk yet to be arranged); Amanda of the 19th (talk Mika). **(Action Darren and Amanda)**.

Photo Competition 2nd March is noted in the Summer Schedule. Judging panel: Grant Newton confirmed, others to be approached. Richard Young goes to the U.K. mid Feb. Jenny will promote and coordinate photo-competition in January during Donna's absence. In first newsletter 2011 should be specified in what format people have to hand in their photo's (CD/ memory stick). **(Action Jenny)**.

5.7 Transport Officer (Gareth Morton)

Big thanks to Erik Van der Spek for helping out during Gareth's absence in November/December. In case fleetcard gives error or isn't accepted the driver, or one of the punters, has to pay and reclaim.

New driver's session will take place in leadership weekend. **(Action Steve and Gareth)**.

5.8 Lodge Convenor (Sue Walsh)

The steriliser is taken up to the lodge and will soon be installed. Instructions are different and will go up on the wall.

Work on windows is weather dependent and will probably be done in February.

Donna noticed that not all fire-extinguishers are in place: Sue will check with Brian. **(Action Sue)**.

Sue proposed in subcommittee to appoint somebody for promotional activities for the lodge.

However, nobody stood forward. Sue will approach some other people about this. **(Action Sue)**.

5.9 Treasurer (Steve Austin)

The November bank reconciliation is adopted as being correct. Moved by Steve, Seconded by Darren. Received invoice for the journal which exceeded budget. Steve will contact Tony for detailed specification. **(Action Steve)**.

Last year wasn't a good financial year.



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The committee agreed on a 15% increase the Membership subscription fees for 2011/12:

Membership Type	Proposed Annual subscription 2011/12*	Annual subscription 2010/11*
Senior	\$ 62.00	\$ 54.00
Couple	\$ 79.00	\$ 69.00
Veteran	\$ 52.00	\$ 45.00
Junior	\$ 38.00	\$ 33.00
Family	\$ 38.00	\$ 33.00
Veteran couple	\$ 70.00	\$ 61.00
Associate	\$ 38.00	\$ 33.00
Friend of the Club	\$ 38.00	\$ 33.00

* pre prompt payment discount which is the same dollar value as past years i.e. \$6 for senior members

5.10 Membership (Jenny Beaumont)

Membership database: Mike Gilbert has set up new system, in which the contactlist can be transported on a spreadsheet. Trial run next week, seems promising.
 Tony didn't manage to send invoices in same mail-out as journal, which resulted in extra costs for postage. Apologies Tony and Jenny for this accepted.

New members: Collin Bouttel, Bob Thurgood. Moved by Jenny, Seconded by Steve

6.0 GENERAL BUSINESS

The journal can be good promotional material for the club: Sue lately handed one out in Okareto and Megan saw one at a place along the Otago rail trail.
 As Darren is not standing for president next year **please** consider candidates.
 Half a day planning meeting for old and new committee should be scheduled shortly after AGM.
 Happy holidays to all!

Meeting Closed 9 pm

Next Meeting:

Tuesday 8th February 7 pm at Melissa's place.

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