

WTMC committee meeting
Meeting minutes
17 April 2013 18:00
TTC Hall, Moncrieff Street, Wellington

Present: Sharron Came(Chair), Sarah Young, Donna Maher, Helen Law, Craig McGregor, David Heffernan, Mike Gilbert, Brian Goodwin, Amanda Wells, Debbie Buck, Mike Pheathen, Richard Lardner & Pete Gent.

Apologies: Steve Austin & Sue Walsh

1. Apologies were received from Steve Austin and Sue Walsh.
2. Minutes from the March committee meeting presented. It was noted that the lodge cleaning and food restocking weekend is May 24 – 26.
AP Debbie to provide trip sheets the early May trips
AP Mike P to coordinate the printing of the trip schedule
AP Craig to carry over van light and additional number plates for the vans until May's committee meeting.
Moved by Donna
Seconded by Helen
AP Pete to send to Sarah for the website.

Draft minutes from the AGM were presented
Moved by Sarah
Seconded by Craig
AP Pete to send to Sarah for the website

3. Financial matters – Discussion was had regarding the fare levels for club transport. Trip fares were last circulated in late 2011. **AP Sharron, Steve & Richard** to confirm trip fares for the next financial year (along with Gareth Morton?).

Steve had previously circulated the March financials.
Moved by Craig
Seconded by Mike G
Passed unanimously

4. Membership – Helen received three applications for 2 senior members – Tracey Black and Paul Crozier, along with 1 child member – Gemma Aitken. 2 further applications from Stijn Schappers and Richard Young have been received to re-join the club.
Nominated by Mike P

Seconded by Donna
Passed unanimously

Helen also gave an update on renewals for the 2013/14 year. 85% renewed on time. There have been 15 resignations and at present there are 25 members who have not responded in any way.

Helen was interested in getting an up to date financial report from Steve regarding renewals – **AP Steve** to send over report to Helen.

In light of this, Helen will update the committee next month on the status of renewals – **AP Helen** to provide update at the May committee meeting.

5. Committee prioritises and work for the upcoming year were discussed. Each committee member who was present commented on their outlook for their role for the next 12 months.
 1. Richard – Enough on going work in the transport role. However trip fares for this coming year will need to be reviewed along with Steve A, Sharron (and Gareth m?)
 2. Brian – need to get enough people into the lodge. Suggestions include writing a direct letter to secondary schools in the Wellington region. Other possible areas of promotion suggested were advertising in the FMC journal (but have missed the peak winter advertising issue however), Gareth M – adventure Wellington and getting posters up at Bivouac.
In general, actively looking at what sort of groups can be targeted
 3. David – Suggestion of a new members night in October / November time. Sharron suggested David join the web group. **AP Sharron** to invite David along. Also look at updating posters and material on the walls of the TTC, and making sure relevant club material is available at shops such as Bivouac.
 4. Megan – has offered Sharron to aid with promotion items within the club. Suggestion of working with the lodge committee.
 5. Donna – Look at van training day and van training video. AP Donna to book the driving skills speaker as well
 6. Sarah – Continue the excellent newsletter wrangling and work on committee profiles – **AP all**, please send brief bio and phone to Sarah by end of April
 7. Debbie – Trip sheet production, aid Mike P with online sign up (see below) and look at the door welcoming side of things
 8. Mike G – Web development including of getting the newsletter in a blog format on the site and aiding with the online sign up system. Continue with the family tramping leadership role and help along with Megan on lodge promotion work
 9. Helen – Look at being able to distribute invoices to club members by the website. Invoices are scheduled for late November / early December so that is the time frame if it to be implemented this financial year. Also investigate if members can see their membership status as live on the website too.
 10. Mike P – Looking at online trip sign up, to save time for both leaders and punters, and pre input information for intention sheets etc. Secondly to offer

leader support and aid in navigation training.

11. Craig – Website / Newsletter integration. Technology roadmap for the website and sitting on the DoC huts committee as the club representative.
12. Amanda – is planning on heading up an instructional / leadership course later on in November and follow up with those potential leaders. Also looking at running at a further bush craft later on in the year as well. There is potential to tie this into the October new members night.
Amanda noted that need to put more effort into greeting repeat visitors (2nd and 3rd timers) and looking to keep the Facebook pages updated. **AP Amanda** to talk to Sarah & Menia.

6. Other business

- i. Mike P is away from May 17 to July 9. Email redirect will be set up – **AP Debbie and Amanda** to cover the chief guide in his absence.
- ii. Still need to empty the space from under the stairs - **AP Brian** to empty
- iii. Sarah is keen to get contributions from the next newsletter for all of the committee – **AP all**
- iv. The date of the next committee meeting is May 8 at 6pm at the TTC hall.

The meeting was closed at 19:20