

WTMC committee meeting

Meeting minutes

Wed 13 November 2013 18:00

TTC Hall, Moncrieff Street, Wellington

Present: Amanda Wells (Chair), David Heffernan, Steve Austin, Richard House, Debbie Buck, Megan Sety, Sue Walsh, Richard Lardner, Mike Gilbert, Brian Goodwin, Helen Law, Richard House.

Apologies: Sharron Came, Mike Phethean, Craig McGregor, Pete Gent, Donna Maher

1. Apologies were received from Sharron Came, Mike Phethean, Craig McGregor, Pete Gent, Donna Maher.

2. Matters and Minutes from the October committee meeting.

Journal has been proofed, quotes from printers obtained and printer selected. Will be printed week 9 - 13 Dec at latest (week earlier than originally planned).

Carried over:

AP Craig to discuss Paua Hut maintenance plan with Mike Pratt

AP Steve, Sharron, Mike G, Mike P, Amanada expenditure sub-committee of Steve, Sharron, Mike G, Mike P and Amanda to draw up potential spending items and report back to Dec committee meeting

Minutes were moved by Sue
Seconded by Helen
Passed unanimously

3. Financials

- a) Steve Welcomed Richard House to the Committee meeting
- b) Steve had previously circulated financials for October to the committee

Moved by Steve
Seconded by Megan
Passed unanimously

4. Membership

No members joined or left this month.

Helen and Mike G have done some work on proposed changes to membership categories but will defer this until the new year, targeting 2015 year.

Membership database work will also be deferred until the new year and made a key task of the 2014 membership officer, to replace the membership database for the 2015 invoice run.

5. Thank you BBQ, Dec 10

Donna can't now host the BBQ - moved to Steve's place.

David to organise & host

BYO drinks and meat.

Backup plan if wet - drinks at the southern cross. Too busy a month to try to defer.

AP David - send invites and buy salads/desserts/nibbles/etc

AP All - think about people who should be invited who've helped out a lot.

6. Restructure of committee Roles

Megan explained possible new/changed committee roles as per previously circulated email. Briefly summarised as:

- New role of **Deputy Social Convenor** is created and replaces promotions role (not on committee)
- **Social Convenor** and **Deputy Social Convenor** organise with help of volunteers all non-tramping trip events, Wednesday nights and new member's night
- New committee role of **Communications Officer** who manages all club communications and organises promotion of the club
- **Newsletter editor** no longer on committee and only responsible for newsletter.
- **Secretary** takes over coordinating of snail mail stuff

Sue noted that having someone working alongside the social convenor would make life much easier for her. Role descriptions in general also need to be rejigged.

Mike G noted that Snail Mail stuff could be separate off-committee job. Ideally suited to member who supports and advocates for paper copies of stuff.

Amanda noted that the Social Convenor (and their assistant) assume responsibility for all non tramping events.

David noted that the committee were in general support and that he personally is supportive of the idea. Roles haven't evolved as the club has changed. Club needs an official spokesperson for the media that would still be the president (but the comms person is likely the first point of contact nonetheless).

AP All – consider proposal for discussion and decision making in December

7. Newsletter changes

Megan noted that work had been done on a blog-style newsletter. Work isn't complete but the plan is targeting February 2014 to change to the new newsletter.

A paper newsletter will still be generated but will be of lower quality than the current publication as it is formatted for web first and print second. Megan proposed waiving the current \$11 pa 'paper' fee, but 'grandfathering' the 27 people who receive the paper newsletter - no new paper subscribers will be accepted.

Brian expressed his concern that this shift is causing us to lose communication with a key group of club members.

Motion to: waive the \$11 pa paper fee and remove it from the subs invoice; and remove the option to ask for a paper subscription on the membership form.

Moved by David. Seconded by Megan. Carried unanimously.

AP Helen to change invoice.

AP Mike G to generate a sample paper newsletter for December committee meeting.

AP Megan to communicate these in her November newsletter editor article.

8. Storage of Yoga mats

Megan currently stores 7 yoga mats in the gear cupboards. These are her mats and the number of mats won't increase in time.

Motion: That Megan can continue to store mats in our cupboards for no charge.

Moved by Mike G, Seconded by Debbie. Carried unanimously

9. Rental van own-fault insurance

Richard L noted that any hire cars and vans are NOT insured for own-fault accidents.

The WTMC Club policy covers all WTMC drivers for accidents in all vehicles.

Therefore we do not need insurance for hire vehicles used for WTMC trips, as we are covered by the WTMC club policy.

But we need to get hire companies to agree to waive their own insurance requirement in order to be covered by the club policy when driving a hire vehicle (a condition of the club policy is that no other insurance be in place). Richard will discuss with hire companies and seek their agreement to this.

10. Lodge

Brian gave an update on lodge matters after the last subcommittee meeting.

- a) Evacuations practices - will do one on 3 Jan during Open Lodge; one on food weekend (will train staff too); one on second weekend of school holidays.

- b) Working party – will go to the lodge in next few weeks to carry out roof repairs and other maintenance tasks.
- c) Seasons pass proposal – to allow regular lodge users to pay up-front at the start of a season and access member rates. Brian will propose this concept to committee next year along with accommodation rates for 2014/15.

11. Other business

- a) Online signup for trips

Mike G noted that several trips lead by different leaders had now run under meetup. Getting positive feedback from leaders and punters with both repeating trips (leaders putting subsequent trips on meetup of own initiative).

Need to organise discussion for online signup for trips in December. Amanda noted that Mike G, Sharron and Mike P had been part of initial discussion so should take this forward – she is available to assist if necessary too.

AP Mike G, Mike P, Sharron (and Amanda if required) – organise December discussion

- b) Annual report requirements

check out last year's one and think about preparing your section, will want drafts by early Feb. Chief Guide, membership, transport, social convenor and promotions will probably want to talk to Steve Kohler about graphs – cant do much till financial year over except for David – need to get someone to count up the door night numbers a painful job in future we may want to have the door person count the numbers at the end of each night and leave the total circled at the bottom of the page!

AP Mike P, Sue W, Brian, Richard L, Helen (and All)

- c) Christmas Club Night

Christmas Club Night, and the last club night of the year, is on Wednesday 11 December. Sue is looking for help to organise something special and Christmassy.

The following three Wednesdays are gear only nights. Gear person needs to have access to the hall keys.

AP All –Help Sue with ideas, suggestions etc. for Christmas club night

AP Pete – ensure that the rostered gear people can open up the lodge over Christmas/New Years

- d) The date of the next committee meeting is

Wednesday December 11 at 6pm at the TTC hall

The meeting was closed at 19:09