

## WTMC Committee Meeting Minutes

Tuesday 9<sup>th</sup> April 2013 18.00

Tararua Tramping Club Hall, Wellington

Present: Amanda Wells (chair), Sharron Came, Megan Sety, Rebecca Day, Sue Walsh, Craig McGregor, Mike Phethean, Helen Law, Richard House, Debbie Buck, David Heffernan, Jo Fink.

1. Apologies: Richard Lardner, Mike Gilbert, Brian Goodwin, Tony Gazeley, Brendan Eckhart.
2. Welcome to those in attendance ahead of joining 2014 committee.
3. The minutes from the last meeting were tabled and passed by the committee

Matters arising from Feb's Minutes:

- a. The proposal re restructuring of membership is deferred to the next meeting (action Mike G)
- b. Sharron has completed the correspondence with P Goodwin.
- c. Regarding the search for someone to update the front page of the website. Amanda is to follow up (Beccy has an idea of someone who may be suitable).
- d. There is no update on finding someone for the communications role.
- e. Regarding the FMC AGM Beccy will submit our apologies.
- f. Beccy and Mike P discussed the refunds policy and the committee agreed that we need to make sure that the new policy was consistent with the refunds clause already in the trips policy. It was decided that Beccy and mike should remove that clause as it is superseded by the new refunds policy. Mike is still to write a clause about trip refunds due to poor weather.
- g. The committee agreed that Beccy should split up the policies into separate documents on the website.

Actions:

| Action  | Person       |
|---|--------------|
| Proposal re restructuring of membership   | Mike G       |
| Find person to update front of website  | Amanda/Beccy |
| Put in apologies for FMC AGM  | Beccy        |
| Make trips policy consistent with new refunds policy. Plus add weather clause to refunds policy | Beccy/Mike P |
| Split up policies on website into separate docs   | Beccy        |

4. Membership
  - Three membership applications were considered by the committee and unanimously passed:
    - o Tim Dunning
    - o Erika Kalniskis
    - o Garth Ireland
  - Helen is to send the contact list for this year's members to the Paua hut bookings person

Actions:

| Action                                | Person  |
|---------------------------------------|---------|
| Send contact list to Paua hut person. | Helen L |

5. Finances.

- Bank rec for March was tabled and passed (proposed Megan Sety, seconded Craig M)
- A report from the recent audit was tabled but will be discussed by the new committee at the next meeting (Beccy to put on Agenda)

Actions:

| Action                          | Person |
|---------------------------------|--------|
| Put audit report on next agenda | Beccy  |

6. Training budget

The committee decided to set the training budget at \$1500. Megan to advertise the provision for financial support for training in the next newsletter.

Actions:

| Action   | Person |
|--|--------|
| Advertise provision for training support in newsletter | Megan  |

7. General business

- May meeting will be on 7<sup>th</sup> May
- All members to think about what they wish to achieve in their role for the next meeting.
- A winter's activities night was discussed, but the committee decided to instead do an 'advert/pitch' for winter activities as part of a standard club night.
- The door book has been located and the sheets will be transcribed into it (David).
- Beccy proposed that those who receive hardcopy newsletters could have three bundled in with the FMC bulletin, but the committee decided to continue to send them monthly.
- Beccy asked for an account for buying pre-paid postage envelopes with NZ post for posting the newsletter/FMC bulletin. This was authorised by the committee and Beccy with organise (via liaison with Brendan).
- The committee noted that Ilona has offered to the door money banking
- Beccy to update biographies of committee members on the website.

Actions:

| Action                                       | Person |
|--|--------|
| Think about goals for coming year            | All    |
| Transcribe loose door records into door book | David  |
| Organise account with NZ post                | Beccy  |
| Update committee bios in website             | Beccy  |

8. A big thank you to those retiring for the committee: Craig, David, Helen and Sharron (especially Sharron who everyone thanked for her hard work as president).

NEXT MEETING ON: Wed 7<sup>th</sup> May, TTC hall, 6pm