

**WTMC Committee Meeting**  
**Wed 09 July 6pm TTC Clubrooms**

**Minutes**

**In attendance:** Amanda Wells (chair), Richard Lardner, Rebecca Day, Tony Gazeley, Mike Gilbert, Brian Goodwin, Sue Walsh, Debbie Buck, Richard House, Megan Sety, Brendan Eckert, Jo Fink

**1 Apologies**

Mike Phethean.

**2 Matters arising from Feb minutes (Amanda)**

- a) Jo Fink, Brian Goodwin and Tony Gazeley are still outstanding to put personal bios on the committee page of the website
- b) Brandan Eckert has reviewed the investment funds and no change is required.
- c) Amanda Wells has signed the lease for the hall and storage rental with the TTC.

**Actions**

|   |   |
|---|---|
| Update committee biographies on website | <b>Tony Gazeley<br/>Jo Fink<br/>Brian Goodwin</b> |
|---|---|

**3 Finances (Brendan)**

- a) Bank Reconciliation – The June bank reconciliation was tabled and accepted. Proposed: Megan Sety, Seconded: Mike Gilbert.
- b) Update cheque signatories – Brendan is to update the cheque signatories.

**Actions**

|                           |                       |
|---------------------------|-----------------------|
| Update cheque signatories | <b>Brendan Eckert</b> |
|---------------------------|-----------------------|

**4 Membership (Jo)**

- a) New Members.  
3 applications for membership were tabled:
  - Paul Mason (Associate)
  - Sarah Caylor + 2 children (Family)
  - Jennifer Zhu (Senior)All were approved. Proposed: Megan Sety. Seconded: Amanda Wells.
- b) Membership categories (Mike G).  
Mike presented a communications plan for communicating the proposed new membership categories to the general membership. This was approved by the committee. Specific extra actions are outlined below:

### **Actions**

|   |   |
|---|---|
| Explanation of proposal to go in newsletter + should be highlighted in the e-mail that goes out with the newsletter (July)  | <b>Megan Sety</b>                             |
| Make several club night announcements about proposal  | <b>Amanda Wells</b>                           |
| Arrange a date for a discussion of the proposal as part of a club night (August)  | <b>Mike Gilbert to arrange with Sue Walsh</b> |
| Assuming generally positive reactions to the proposal, organise a special general meeting to implement the change (Oct/Nov) | <b>TBC</b>                                    |
| Implementation of change (Dec)  | <b>TBC</b>                                    |

#### c) Encouraging and retaining members (Mike G/Tony G)

The committee had an interesting discussion about ways to attract and retain new members. Ideas that were discussed included:

- Offering skills people want to gain (i.e. more courses)
- Continuing meet-up as a sign up option
- Encouraging experienced members to lead easier trips
- Better promotion of trips on Wednesday nights
- Labelling specific trips as 'Especially good for new members' or 'good for beginners'
- Better trip descriptions on the signup sheets and on the online schedule (shouldn't be hard to get trip descriptions on the online schedule)
- Remembering how important the door person is for encouraging new members.

Mike G and Tony agreed to put together an action plan of their proposals, which they will circulate to the committee in a couple of weeks.

### **Actions**

|  |                          |
|--|--------------------------|
| Plan for actions to attract and retain new members | <b>Mike G<br/>Tony G</b> |
|--|--------------------------|

## **5 Transport (Richard)**

#### a) Contract with thrifty rentals

Richard tabled a proposed contract with Thrifty rentals to allow club members to hire rental cars for trips. Specific advantages outlined were:

- Club members no longer have to pay out for rental cars themselves.
- The club can use its own insurance policy which is more comprehensive than rental car insurance policies

Disadvantages and risks discussed included:

- Requirement to use 10 cars per year (there is no penalty for this, but the price may then rise the following year if not fulfilled)
- Cost per car is still slightly more than some of the other cheaper rental companies (although this doesn't take into account the improved insurance we get by using our own insurance policy)

- The rental cars are restricted to 'public roads'
- There was some discussion about how to price south island trips that use these rental cars.

The committee agreed to give the contract a go for one year and review in a year's time. It was agreed that we should have a set transport price for trips out of Christchurch airport (e.g. Arthur's Pass, Mount Cook area, etc.), as this would make pricing such trips easier and fairer. It would also allow for the normal non-members levee.

**Actions**

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|---|------------------------|
| Sign contract with Thrifty rentals  | <b>Richard Lardner</b> |
| Calculate and implement set transport price for trips from Christchurch airport | <b>Richard Lardner</b> |

**6 Logo redesign offer**

We have had an offer for logo redesign from Tim Bruce who is a club member and a graphic designer. The committee agreed to ask him for several options. The sticker for hut books should also be included in the design brief, plus some proposals for website colours and style. It was agreed that the graphics on the vans would not change.

**Actions**

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|---|---------------------|
| Communicate design brief for logo redesign to Tim Bruce | <b>Amanda Wells</b> |
|---|---------------------|

**7 General business**

- Amanda discussed a letter received from 'Work-safe New Zealand' regarding auditing. There is no requirement for us to be audited as we don't make a profit and we only run courses targeted at club members. No actions were required.
- A document was tabled showing the percentage of an individual's membership subs that go on each different aspect of club expenditure. It was agreed that the figures should be carefully checked before this information is put on the website.

**Actions**

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|---|----------|
| Check document showing what membership subs pay for | <b>?</b> |
|---|----------|

**8 AOB**  
None

**9 Next Meeting 13<sup>th</sup> August 2014. (apologies Sue Walsh, Brian Goodwin)**