

WTMC Committee Minutes

Wed 10 Dec 2014 6pm, TTC Hall

In attendance: Amanda Wells (chair), Rebecca Day, Richard Lardner, Mike Gilbert, Debbie Buck, Megan Sety, Richard House, Brendan Eckert, Mike Phethean, Tony Gazley, Jo Fink, Sue Walsh.

- 1 **Apologies:** Brian Goodwin.
- 2 **Minutes of last meeting** Approved by: Debbie Buck. Seconded by: Amanda Wells.
- 3 **EGM minutes (Rebecca Day).** The minutes of the EGM on the 26th Nov were tabled and were approved by: Mike Gilbert. Seconded by: Mike Phethean
- 4 **Matters arising from last minutes (Amanda Wells).**
 - Whio donation: Amanda is following up details of how to pay the donation
 - Logo proposals went in Nov newsletter. The Committee will discuss the feedback at the Feb meeting.
 - Megan Sety updated on out of hours access to TTC hall gear store. Peter Silverwood said that the main problem right now is gear not being returned on time. Trip leaders need to emphasise importance of this. The gear in the store is valuable so outside access for trip gear is not allowed except in exceptional circumstances and Pete Silverwood must approve out of hours access first.
 - Replacement projector. The committee will look at replacement projector options at the February or March meeting (Tony Gazley is assessing options).

Actions

Check with DOC re Whio donation	Amanda W
Assess new projector options for Feb or March meeting	Tony G

- 5 **Finances (Brendan)**
 - a) **Bank Rec.** The November bank reconciliation was tabled. It was approved by the committee: Proposed: Mike Phethean, seconded: Megan Sety.
- 6 **Membership**
 - a) **New members (Jo Fink)** – none this month. Jo noted that most current prospective members were deferring joining until Feb.
 - b) **Membership categories** – Beccy will update constitution on web this weekend. Jo is implementing the new membership structure on the invoices that will be going out for membership subs. Beccy will prepare a draft of the new policies to go up on web. She will ensure that the date goes on the bottom of each of the policies. Beccy will also to look into who holds our constitution and if we have to inform anyone that we have updated our constitution.
 - c) **Joining requirements proposals**

The committee considered the feedback received on the forum, by e-mail and on the website/newsletter.

Richard L added informal feedback he had received from a prospective member who hadn't joined for 30yrs as it was too hard.

General feedback is neutral or supportive of option 1. Mike P had received both positive and negative feedback informally.

The feedback is generally that the removal of barriers to joining is good, but prospective members should still be encouraged to go on trips before joining.

Mike G raised some questions regarding reviewing lodge pricing if joining requirements are loosened, as people may join just to use the lodge.

The committee decided to move the proposal forward by selecting option 1 as its preferred option and putting details in the newsletter that will go out in early Feb. The committee will see what feedback is given from that. The committee will discuss what constitution and policy changes are needed at the Feb committee meeting and, if feedback continues as above, look to table the changes at the AGM. Amanda agreed to look at what constitution and policy changes would be required.

Actions

Update constitution following EGM and change to membership categories Prepare new policies following change to membership categories for approval by committee. Look into who holds our constitution and if we need to update it with any public body	Rebecca D
Implement new membership categories	Jo F
Look at what constitution and policy changes are needed to implement removal of two trip joining criteria and nominations , bring to Feb meeting	Amanda W
Put proposal 1 re. joining requirements in Newsletter.	Amanda W

7 'Hire and reward' issue and lodge trial trips review

- a) Richard L has sought legal advice from qualified club members on the issue of whether club members driving WTMC vans to the lodge with club and getting their transport paid for to recompense them for being lodge leader could be perceived as a 'hire and reward' situation (giving us insurance issues). The first set of feedback that was tabled stated that, with careful wording of the appropriate policies (exact details were in the document), the lodge leader could get transport paid for without it being a 'hire and reward' situation. Richard L is waiting for the second opinion.
- b) Mike G presented an excellent review of how the lodge trips had gone over the winter. It was noted that this report is still being reviewed by the lodge subcommittee. In general the lodge trips have made a significant surplus and enabled a large number of people to enjoy our wonderful facility (many of these people are now booking trips to the lodge for themselves).

A few Issues were noted (listed below). Mike G and Spencer will draft some clear policy recommendations regarding the lodge trips (taking into account feedback from the lodge subcommittee) for the committee to consider at the February meeting.

They will consider the list of issues canvassed in Mike G's paper and other issues discussed at the meeting:

- There are a small numbers of lodge leaders and a lot of these people are getting on in years. There is a need to encourage new lodge leaders.
- Qualifications/requirements to be a lodge leader/'club rep'.
- Training of lodge leader/'club reps'.
- There needs to be a clear and consistent policy on what lodge leaders/'club reps' get in reward for their efforts and what their exact responsibilities are. This needs to take into account the other people who may also run trips to the lodge (instructors, WTMC leaders etc.) and how their responsibilities and rewards compare.
- Hire and Reward issues for driving as discussed in point 7a.
- Compliance with the two-driver policy
- There is a possibility the lodge could employ a caretaker or custodian. The 32 bunk limit doesn't include a custodian.
- The WTMC's responsibility for the safety of people staying at the lodge who are not on WTMC trips should be clarified.
- There is a question around the 'trips' run as part of the lodge weekends, their status and what safety policies/processes are required. Including what level of responsibility the club has for these trips.
- There should be consistent advertising of lodge trips, including details of what is included, what sorts of activities are facilitated, and what outdoor leadership the lodge leader/'club rep' is offering.
- What are the priorities regarding use of club vans vs hire vehicles for lodge trips especially when there are WTMC trips that may require use of vans for the weekend?
- The policies relating to lodge trips should take into account the adventure activities legislation.
- What are the limits on extra mileage for lodge trips? Are there issues around driver fatigue?
- It is a considerable effort to promote and organise the lodge trips. Who does this and how is it organised?

The committee all agreed that they want these trips to proceed next year backed by clear policies.

Actions

Receive second opinion on hire and reward issues	Richard L
Draft policies regarding lodge trips	Mike G, Spencer

8 Whio trap line update (Amanda).

The club is investigating maintaining a Whio trap line in the Ruahines for DOC, however, DOC is currently saying that each member involved would need to have current first aid certification.

Amanda is in discussion with DOC re this issue, which committee agreed was impractical for the club.

Actions

Follow up with DOC about Whio trap line and need for first aid certification for each volunteer	Amanda W
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9 TARHC bid for Mountain House work (Amanda)

Amanda has submitted a bid from Andrew McCellan to TARHC. We will get an update at the next committee meeting.

10 2015/16 Committee intentions (All)

The committee discussed their intentions to stay on the committee next year (or not).

11 Thanks for helping BBQ tomorrow night (Mike G)

Due to inclement weather this will be in GPs pub.

12 General business

The committee approved the purchase of Scaffolding for the lodge (up to \$1000): Proposed: Mike P Seconded: Megan Sety

The committee approved lodge expenditure on miscellaneous other items as listed in their request (curtains, front door oil....etc). This was approved up to \$1000. Proposed: Mike P Seconded: Megan Sety

13 Any other business

- (a) Getting in the 'reasons to get out in Jan/Feb....etc' section of wilderness magazine (Beccy)
Beccy to going to e-mail the editor once a month with entry.
- (b) 2014 Journal – it is wonderful! Committee all agreed. Beccy will report to Ian by e-mail.
- (c) The AGM was set as 1st April.
- (d) Annual report needs to go out with March newsletter. Committee member reports need to be submitted by 15th of Feb to Amanda. Megan agreed to send each person details of what they need to submit.
- (e) The committee discussed the annual audit. Brendan will contact Ed and arrange this.
- (f) Life membership – no nominations at present.
- (g) There has been good feedback re the new schedule format. Thanks to Megan was proposed by: Mike P and seconded by Debbie Buck.
- (h) Coroner's report on Taranaki incident. Worth looking at learnings.

Actions

Set up monthly e-mail to wilderness mag to get more regularly into 'reasons to get out in... ' section	Rebecca D
Email committee's thanks to Ian re journal	Rebecca D
Email committee members with details of what they need to submit for annual report	Megan S
Organise annual Audit	Brendan Eggcart

Look at coroner's report into Alpine Club Taranaki incident

All Committee

Merry Christmas!

NEXT MEETING: Wednesday 11 February 2015