

WTMC Committee Meeting Minutes

Wed 5 October 2016 5.45pm, TTC Library

In attendance		Name, Role	Abbreviation
Y	N		
Y		Tony Gazley, President	TG
Y		Katy Glenie, vice president	KG
	N	Graeme Hearfield, Treasurer	GH
Y		Ilona Keenan, Chief Guide	IK
Y		Kevin Cole, Assistant Chief Guide	KC
Y		Bernie Dixon, Transport (logistics)	BD
Y		Jane Latchem, Membership officer	JL
Y		Richard House, webmaster	RH
Y		Kirsty van Reenen, Secretary	KV
	N	Andre Zubkov, Promotions	AZ
Y		Caryl Ramos, Communication	CR
	N	Richard Manning, Social Convenor	RM
Y		Amelia White, families group & emergency contact coordinator	AW
Y		Dennis Gazley, lodge sub-committee	DG

1. Minutes of last meeting (7/9/2016)

The minutes were approved by the committee.

2. Matters arising from last minutes (AW)

Still outstanding:

Action	Who
Send RL a list of road-ends access from Christchurch by car – in progress.	IK
Bank signatories – Tony to ring kiwibank to confirm he has been added	TG
Check revised new member's introductory email and get back to Caryl with any changes	TG and IK
Discuss reinstating meet and greet at club nights with Garth.	AZ
Investigate what's required for an accounting review rather than an audit.	GH
Look into setting up corporate accounts with Interislander and Thrifty and a debit card with Kiwibank	GH
Update the PLB policy so that: <ul style="list-style-type: none"> - If a PLB is activated outside the policies about 'when to activate a PLB' the injured party can be held responsible for the costs of the activation at the discretion of the committee. - It is compulsory to carry a PLB on a club trip unless there is cell phone reception. 	TG
Megan to look into temporary venue for Dec – April while club rooms being upgraded (ongoing).	MS

3. Finances (GH)

- a) Bank reconciliation for September was approved by the committee.

Action	Who
Contact FMC to see if electronic journals are an option to reduce club postage costs	TG

4. Membership (JL)

New membership applications:

- Dora Morolli
- Fiona Thomson
- John Veal
- Rothman household
- Reid household
- Jiwon Chun
- Xi (Sophie) Chen and Shan Shan (Karen) Lu (household)
- Keith Walsh
- Cameron Hessel

All applications were approved by the committee.

5. Private vehicle use policy

- a) Committee agreed to remove the policy regarding reduced trip fees for children.
- b) Committee agreed that where a private vehicle is used as well as a club van the driver of the private vehicle will be reimbursed for mileage and fuel.
- c) Committee agreed that where only a private vehicle is used for a trip the mileage and fuel costs are to be split equally between all those on the trip (including the driver).

Action	Who
Finalise private vehicle use policy and send to Kirsty. Kirsty to update on website.	KG and KV

6. Barefoot tramping (KC)

- a) Committee agreed that someone wanting to go barefoot on a club trip must tell the trip leader before the trip and must carry appropriate footwear. The trip leader has discretion to not allow someone on their trip who wants to go barefoot. Bare foot tramper's should be made aware that they could be liable for costs should they require to activate a PLB because they damage their feet.

Action	Who
Include message about barefoot tramping in next email to trip leaders	IK

7. Social media updates

- a) Those currently doing club updates on social media no longer want to continue in this role.

Action	Who
Ask social convenors if they are able to source content and photos from presenters. CR to then continue Facebook posts using content sourced by social convenors.	CR

Put a message on the clubs Facebook page asking for volunteers to manage the clubs page.	AW
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8. Lodge

- a) The lodge sub-committee are concerned that they should have access to a greater share of the club funds. It was suggested that the sub-committee could have a fixed annual budget or a budget which reflects a maintenance plan for the coming year.
- b) Amelia currently gathering information and preparing a report on other lodge operations, survey results and information gathered previously.
- c) It was suggested that the general committee and lodge sub-committee have a social get together.

9. Other business

- a) The Department of Conservation are proposing to close the Ongaonga Field Base.
- b) DoC are introducing a booking system for Sunrise and Rangawahia Huts.

Action	Who
Ask Amanda if she would like to write a submission on DoC's proposal to close the Ongaonga field base.	TG
Ilona to check trip schedule to see if any trips to Sunrise or Rangawahia huts could be affected by new booking system	IK

NEXT MEETING: 9 November 2016, 5.45, venue to be decided