

## WTMC Committee Meeting Minutes

**Wed 2 August 2017 5.45pm, TTC Library**

In attendance		Name, Role	Abbreviation
Y	N		
	√	Tony Gazley, President	TG
√		Emily Shrosbree, vice President	ES
√		Graeme Hearfield, Treasurer	GH
√		Richard House, Chief Guide	RH
	√	Matt Conway, Assistant Chief Guide	MC
	√	Rene Auer, Transport Officer	RA
√		Jane Latchem, Membership Officer	JL
√		Rodrigo Orquera, Webmaster	RO
	√	Aimee Paterson, Newsletter Editor	AP
√		Kirsty van Reenen, Secretary	KV
√		Illona Keenan, Promotions Officer	IK
√		Caryl Ramos, Communications Officer	CR
√		Catherine Mills, Social Convener	CM
	√	Brian Goodwin, Lodge Convener	BG
√		Kerry Charles, General Committee	KC

**1. Minutes of last meeting (5 July 2017)**

The minutes were approved by the committee.

**2. Matters arising from last minutes**

**Still outstanding:**

Action	Who
GH to talk to TG about Archives ability to take historic photos. RO to find out whether new member interested in archiving would be interested in scanning club photos.	GH & RO
Put together a list of new leaders and send an email around making it clear they should have an alternative if there is bad weather and that trips can only be cancelled in consultation with the Chief Guide.	RH

Remind trip leaders that personal information (such as medical information) should be deleted after each trip.	RH
RH & RO to check whether there is an ex members list on the access database or whether information falls off.	RH & RO
New committee members to send a short bio and photo for the website to Rodrigo.	New committee members
In the next leaders update remind trip leaders that they need to let the transport officer know their final numbers by the deadline and that they cannot increase the numbers on their trip past this deadline.	RH
Put together an incident checklist (1 page or less) to go in the club vans.	RA
Put copies of the flowchart in the incidents policy (1 page or less) in the club vans.	CR

### 3. Finances (GH)

- a) Bank reconciliation for July 2017 was approved by the committee.

### 4. Membership (JL)

- a) New membership applications:

- Gareth Robinson & Shauna McAuley
- Prasad Madhavan, Amritha Narayanan, & Aditi Variar
- Natasha Harris
- Gareth Alley
- Ryan Jang & Ailsa Tuck
- Lesley Smith, Michael Evans & baby
- Sergey Arykov
- Matthieu Laloup

All applications were approved by the committee.

### 5. Club 70<sup>th</sup> celebration (IK & Sue Walsh)

- a) Sue Walsh presented some ideas to the committee for the clubs 70<sup>th</sup> celebration. The committee agreed that the clubs 70<sup>th</sup> anniversary should be celebrated. Sue explained that there would be quite a few people from around the country and Australia who would travel to Wellington for the celebration so it needs to be something worth their while. Sue suggested an afternoon tea with photo boards and a dinner. Based on the quotes received, the event could largely be self-funded. The committee agreed that any event should be self-funded but that some club funds, up to \$1000, could be made available to allow an event to go ahead (for example to cover a booking deposit or shortfall in venue minimum numbers).

b) IK said she had some ideas for a celebration at the Wednesday club night.

Action	Who
GH to investigate whether there is still a fund for club celebrations.	GH
Sue to keep the committee informed on the 70 <sup>th</sup> celebration as plans progress	Sue Walsh

**6. New members night (RH)**

a) Committee confirmed 25<sup>th</sup> October for new members night.

Action	Who
Schedule some easy trips on the schedule after new members night.	RH
Advertise new members night on Facebook when daylight savings starts	CR
Add items to 'Committee reminders' document to consider membership fees prior to AGM	KV

**7. Club policies (KC)**

a) KC largely finished compiling club policies document.

Action	Who
Committee to provide comments to KC on policies document by Wednesday 9 <sup>th</sup> Aug.	All

**8. Assistance with website migration (RO)**

a) RO will continue with website migration but committee will consider getting assistance if required.

**9. Request for approval of trapping expense (ES)**

a) Amanda Wells has requested approval of \$420 to rebait the A24 traps in the Ruahines in September. Committee approved the expense.

**10. Other business**

a) Paua Hut booking – Phil and Anne have agreed to put bookings for Paua Hut online. RH explained that the fee for doing this is approximately \$79/year. Committee agreed to this expense.

- b) Incident training workshop – CR explained that the date for the workshop will be changed.
- c) Alpine leaders course – the course was cancelled. Committee confirmed that the lodge would receive a refund for the accommodation booking in accordance with the cancellations policy.

NEXT MEETING: 6 September 2017, 5.45pm, TTC clubrooms.