

## WTMC Committee Meeting Minutes

**Wed 4 October 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

- Minutes of last meeting (6 September 2017)**  
The minutes were approved by the committee.

- Matters arising from last minutes**

**Still outstanding:**

Action	Who
Follow up with Natasha Harris (new member with archiving experience) to scope interest in scanning historic club photos.	RO & TG
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
Put together an incident checklist (1 page or less) to go in the club vans.	RA
Sue to keep the committee informed on the 70th celebration as plans progress (ongoing)	Sue Walsh
RH to publicise Paua Hut Maintenance position as vacant in leader email.	RH
RO to upload new policy document to website. ES to put item in newsletter about new policy document.	RO and ES
IK to investigate WCC and DOC co-funding for an outdoor first aid course	IK

### 3. Finances (GH)

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

### 4. Membership (JL)

- a) New membership applications:

- Daria Okonova
- Marina Smith
- Annabel Ritchie
- Tyler Waters
- Zlatka Smart and Maxim Limansky
- Christine Hudson, Andrew, Sam & Louis Isbister
- Marlene King and Robert Chambers

All applications were approved by the committee.

### 5. Club subscriptions and Journal (TG)

- a) TG proposed to produce the club journal electronically starting in 2018. Club members would be given the option to purchase a hard copy if they wanted one. The committee agreed to publishing the journal electronically and an Adobe Indesign subscription (approximately \$30/month).
- b) The committee agreed that the savings from producing the journal electronically should be split between a reduction in subscriptions and funding club conservation projects.

Action	Who
Prepare a budget taking into account \$17/pp current cost for the journal, increase	GH/TG

in hall hire costs, and Indesign subscription.	
Prepare approximate cost for annual conservation projects	IK
Consider changes to club subscriptions to discuss at next committee meeting e.g. flat joining fee	All
Put 'Club subs and where savings from electronic journal to be spent' on next committee meeting agenda	KV

**6. Long term van parking (TG)**

- a) GH explained that Interislander are likely to ask the club to find alternative parking for the club vans.
- b) BG offered to have the vans parked at his property in Ngaio as a short term solution if needed.

Action	Who
Ask Interislander if paying for parking at the terminal is an option and if so what the rate would be.	GH

**7. Ruapehu lodge photo competition (TG)**

- a) TG explained that a club lodge photo competition had been suggested. The committee agreed that this was a good idea.

Action	Who
Organise Ruapehu Lodge photo competition	TG

**8. DoC management agreement for maintenance of Mountain House Shelter and Maungahuka Hut (RH)**

- a) Committee agreed to the draft management agreement.

Action	Who
Finalise the management agreement and sign on behalf of the club	RH

**9. Learnings from incident workshop (ES)**

- a) ES gave the committee a download on the incident training workshop. The committee agreed that it was a very useful exercise, that the learnings should be shared with the club and the workshop should be run for the committee once a year.

<b>Action</b>	<b>Who</b>
Prepare an Incident Response run sheet for the club vans and an item for the newsletter on incident response.	ES

NEXT MEETING: 8 November 2017, 5.45pm, TTC clubrooms.