

## WTMC Committee Meeting Minutes

**Wed 6 December 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 (8 November 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) and Sue Walsh 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
RH to publicise Paua Hut Maintenance position as vacant in leader email.	RH
Prepare a budget taking into account \$17/pp current cost for the journal, increase in hall hire costs, and Indesign subscription.	GH/TG
Prepare approximate cost for annual conservation projects	IK
Update membership form and website in Jan 2018 to reflect flat subscription.	KV
Put together list of projects/expenses which journal savings will be sent on for presentation at 2018 AGM	All
RH to discuss lodge van trips with Mike Gilbert.	RH
Look into the cost of getting a remote for the WTMC projector	CM

### 3. Finances (GH)

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

### 4. Membership (JL)

- a) New membership applications:

- Jarra Parsonson
- Sandra Gale
- Jayne McKendry
- Stuart Meiklejohn
- Gareth, Tao and Michael Morton
- Shannyn Courtenay
- Johanna Patdison
- Erika Webb
- Andy Jones

All applications were approved by the committee.

### 5. Lodge custodian room (BG)

- a) BG provided an update on the timeframe for the construction of the custodian's room at the lodge. Materials will be carried up to the lodge during a cleaning trip in mid-January. The project is likely to cost more than the budgeted \$6k.

**6. Parking at interislander**

- a) The committee discussed options for new van parking locations.

<b>Action</b>	<b>Who</b>
TG to look into the costs of parking at the Cable Street parking building.	TG
ES to put item in the newsletter and AP to send a message to all members asking members to contact the committee if they have suggestions for van parking options.	ES & AP
GH to run stats on buying and maintaining new vans plus parking vs renting	GH

**7. 2018 committee (TG)**

- a) New committee members likely to be required for secretary, social convenor, communications and promotions roles in 2018.

NEXT MEETING: 7 February 2018, 5.45pm, TTC clubrooms.