

WTMC Committee Meeting Minutes

Wednesday 6 June 2018 5.45pm, TTC Library

In attendance		Name/Role	Initials
Y	N		
√		Emily Shrosbree, President	ES
√		Tony Gazley, Vice-President	TG
√		Graeme Hearfield, Treasurer	GH
√		Richard House, Chief Guide	RH
√		Matt Conway, Assistant Chief Guide	MC
√		Rene Auer, Transport Office	RA
√		Jane Latchem, Membership Officer	JL
	√	Rodrigo Orquera, Webmaster	RO
√		Aimee Paterson, Newsletter Editor	AP
√		Heather Garven, Secretary	HG
√		Illona Keenan, Promotions Officer	IK
√		Sumudu Jayalath, Communications Officer	SJ
√		Tony Stephens, Social Convenor	TS
√		Brian Goodwin, Lodge Convenor	BG
√		Kerry Charles, General Committee Member	KC

1. Welcome and apologies

Apologies received from RO.

2. Minutes of last meeting

The committee approved the 2 May 2018 meeting minutes.

3. Matters and actions arising from last minutes

Matter/Status/Action	Who
Archiving - Open. It was noted that several club members had archive and other material on USBs and agreed to look at uploading to a Goggle account. Discussion	RO/TG

included what needed to be online for the wider club and public. Material should be passed to RO for uploading to the club's webmaster account. Electronic storage with external party was also suggested. TG offered to scan hard copy photos	
Transport only trips to lodge - <u>Pending</u> . Club awaits advice from FMC re club's status and if a passenger service licence will be required.	ES
Projector remote - <u>Closed</u> . Replacement obtained.	TS
Thrifty Car Rental Account - <u>Open</u> . Committee noted an arrangement was in place with Cross Country rentals. A check if Thrifty can invoice the club or not was still required.	GH
Van parking - <u>Ongoing</u> . No feedback had been received on the new location of the vans. Committee briefly discussed potential difficulty for drivers to pick up the vans e.g. if they had no car themselves. It was felt that in most cases, someone on the trip would be able to collect the van. While the site was on a bus route, cost of a taxi would be considered if necessary. ES disclosed that another option for the vans had arisen. Two parks in a community car park at the end of Aro Street, Te Aro. Cost would be \$20 per week per van but the site offered less security. ES suggested the club continue with the vans in Newlands for now but will consider alternative options as they come up. All to continue to investigate options.	All
Volunteers - <u>Ongoing</u> . Still requiring people to clean the vans. ES had added an item on the website seeking anyone interested to help. Discussion then followed around the logistics of accessing the vans to get them cleaned. RA was asked to consult with Pete in drafting up some additional information on what was involved with the role for the website e.g. how, when, where. Send to Aimee for the newsletter.	RA/PS/AP
FMC card numbers - <u>Pending</u> . Members to be notified (via newsletter) when cards are sent out shortly, to keep a record of their FMC card number and if a card is lost to contact FMC directly. Backcountry bulletins had arrived. Awaiting cards. Once cards arrive, they'll be passed to Garth to send out with the bulletins. Spare cards to go to JL.	HG/JL
New bank account approvers - <u>Closed</u> . ES to set up notifications for payments.	ES
Donation - <u>Closed</u> . Letter of thanks sent to R Fayle for his donation. HG read out Ron's letter in response noting he understood the journal was not going to be published any more. He acknowledged Tony's amazing effort in producing the journal. Committee suggested we write back to let him know the journal will still be produced but online. Hardcopies will be available but a cost will be charged. Ron would however get a complimentary copy given his long time and ongoing support to the club.	HG
Tararua Aorangi Rimutaka Huts Committee - <u>Closed</u> . ES had circulated the meeting minutes to the committee and informed TARH who the key WTMC contacts were.	ES
NZ Mountain Film Festival - <u>Closed</u> . MS has been informed the club will support the 2018 festival.	ES
Club dehydrator - <u>Open</u> . ES noted two people had contacted her regarding writing up conditions of use. Both from the committee. ES to see if anyone else expresses interest before tasking.	ES
Lodge heating - <u>Closed</u> . Two heat pumps now installed and operating well.	TG/BG
Wi-Fi for heat pumps - <u>Open</u> . TG proposed we put in Wi-Fi for remote control of the	BG/TG

heat pumps e.g. to turn on prior to a group arriving in the winter and to mitigate the risk of severe icing up. A modem (likely supplied by Spark) and two adaptors would be needed. \$80 for the latter. Cost for the connection would be in lieu of the current landline charge. Some wiring for the modem would be needed. BG supported the proposal as he would like a camera installed to monitor the water gauges. ES asked if lodge guests would be able to use the Wi-Fi for data. General consensus was that this would be fine and it was cost-effective to get unlimited data. Committee agreed with the proposal to install Wi-Fi subject to lodge subcommittee support. BG to obtain that support and then work with TG on getting Wi-Fi installed.	
Committee role email redirections - <u>Closed</u> . Latest new recruit (Communications Officer) has been set up with committee email and profile on the website.	RO
Audit PLB contact details held by RCCNZ - <u>Open</u> . Details to be updated including with MP as the club's new ECC.	RH
societies.govt.nz - <u>Closed</u> . Annual update done.	GH
First aid kit inspection - <u>Open</u> . Quarterly inspection underway.	KC
Incident Management Process - <u>Closed</u> . Guidelines circulated to committee. HG shared that she was using the Evernote App on her phone and laptop for quick access to the guidelines should an emergency arise.	ES
Journal advertising - <u>Closed</u> . TG noted that Bivouac had offered \$1000 for a full page advert in this year's journal.	TG
FMC Revised Rules and Policies - <u>Closed</u> . TG had reviewed but noted no significant changes that would impact the club. TG offered to summarise his review and share with the committee.	TG

4. Finances

- a) Bank reconciliation for May 2018 was approved by the committee.

Action	Who
BG mentioned he was due a reimbursement for lodge related expenses and that a second claim for bunks would be submitted shortly.	GH

5. Membership (JL)

- a) The committee approved the following new membership applications:
- Julia Norton
 - Lawrence Blair
 - Lucas Waterworth
 - Denny-Marie Ford
 - Joanna Wright

- Lauren Jones
- Irvin Silla
- Novia and Dion Mead
- Nick and Rachel Bockett
- Ana-Maria Mocanu and Daniel Hyde
- Katrina Bukauskas and Greg Murison
- Cathy Williams-Whakatihi plus three kids
- Emily and Paul Brodnicki plus two kids
- Diana Roy plus two kids
- Kathryn Jorgensen plus two kids joining Christian Jorgensen (new household)
- Elly Peters

6. Membership 'resignations' (JL)

- a. Committee discussed refunding (prorated) membership when people leave Wellington. Committee agreed that it was not in the club's interest to make such refunds as there were many club members resident in other parts of the country and in fact overseas e.g. the UK. Club members from other locations could still access club trips and facilities. Time and effort incurred by the administrative and financial committee members in processing refunds was considered in the committee's decision. The committee subsequently decided not to refund when members relocated.

7. Mountain Shelters (ES)

- a. The subject of club purchasing mountain shelters (e.g. Bothy Bags) was discussed. A club instructor proposed the club purchase some as club gear for trips (alpine/above bush line). The subject had been previously discussed in the February 2018 committee meeting.
- b. ES noted there had been offline discussion with club alpine climbers who supported the proposal had merit. ES put forward to the committee three options. 1. Buy some and make them compulsory on trips (alpine/above bush line); 2. Buy some to be available to club leaders to take on trips should they wish to; and 3. Not buy any.
- c. After discussion on the merits of these shelters vs. other means of emergency shelters e.g. bivy bags, flies and tents, it was agreed the club would purchase up to three Bothy Bags (or similar) to use as a choice. Once purchased, the items would be made known as being available and trip leaders can decide whether to take them or not.

Action	Who
IK to inform KC (club instructor) the committee supported the purchase of up to three mountain shelters and ask that KC write up a comms piece around	IK

recommended use.	
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8. Alpine Leaders Training Grant (RH)

- a. RH sought committee agreement to subsidizing participants of the club's alpine leaders training by \$50 per person. This initiative had been done in the past. Committee agreed.

Action	Who
RH to let Mike P. know the grant per person has been approved.	RH

9. Spare 2017 Journals (TS)

- a) TS had found eight 2017 Journals in the WTMC kitchen cupboard and initiated discussion as to who they could be given out to. TG suggested the club perhaps needed them in huts – not the high traffic huts like Powell but huts such as Maungahuka Hut. Committee agreed.

Action	Who
TS to review trip schedule and pass the copies to trip leaders heading to huts where the journal would be of most interest and benefit to the club.	TS

10. June Committee Reminders

Task	Status/Action	Who
Remove people who have not paid membership subs from the membership list	Completed	JL
Set committee priorities for the year ahead	<p>ES asked if there were any particular priorities the committee would like to see picked up this year. Ideas included:</p> <ul style="list-style-type: none"> • publicity on how to reduce the use of plastic, starting with supporting 'Plastic-free July' • best use of revenue e.g. A24 rollout, paying trapping trip fees, first aid training • maintenance on Pua Hut e.g. paint it, build a deck • asking club members what priorities they may wish to see <p>ES to start up a list to be added to over the next month.</p>	ALL/ES

11. Any Other business

- a) TG noted Mountain and Forest Trust (FMC run) gave out grants and recommended the club apply for some funding. Submissions are due in September.

Action	Who
Committee to keep in mind ideas on accessing a Mountain and Forest Trust grant via a submission in September 2018	ALL/TG

Meeting closed at 6.45 pm

NEXT MEETING: Wednesday 11 July 2018, 5.45pm, TTC clubrooms (Note: Second Wednesday in July)