

WTMC Committee Meeting Minutes

Wednesday 3 October 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 Officer	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 RH, KC, SJ and IK.

2. Minutes of last meeting

3 September 2018 committee meeting minutes were approved.

3. Matters and actions arising from last minutes

Matter/Status/Action	Who
Archiving - <u>Open</u>. TG continues to scan the large box of club photos. BG noted some thought and planning was now required for the next stage of archiving. Committee agreed a coordinated approach was required. Good discussion followed including acknowledging the number of members holding old photos that needed digitalizing. TG	TG

offered to organize a meeting to work through the next stage with key people keen to assist in progressing the club's archiving of photos.							
Thrifty Car and Cross Country Rental Accounts – <u>Open</u>. GH to finalise arrangements with completion of forms for an invoicing payment option.	GH						
Volunteer roles – <u>Ongoing</u>. <ul style="list-style-type: none"> • Van cleaner for the second van still to be found. • RA to share Pete's drafted notes on the van cleaning responsibilities to ES for finalizing. 	RA ES						
Committee priorities for year ahead – <ul style="list-style-type: none"> • <u>Open</u>. Ruahine Whio hui report for the newsletter. • <u>Closed</u>. Logistics on reimbursement of costs associated with trapping will be confirmed when next request arises. IL to liaise with Amanda. • <u>Open</u>. Environmental initiatives. <table border="1" data-bbox="337 741 1260 915"> <thead> <tr> <th>Action</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>Report on the Ruahine Whio hui to be written for the newsletter</td> <td>IK</td> </tr> <tr> <td>Maj-Brit E. to draft environmental initiative ideas for ES review</td> <td>ES</td> </tr> </tbody> </table>	Action	Who	Report on the Ruahine Whio hui to be written for the newsletter	IK	Maj-Brit E. to draft environmental initiative ideas for ES review	ES	All
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Report on the Ruahine Whio hui to be written for the newsletter	IK						
Maj-Brit E. to draft environmental initiative ideas for ES review	ES						
First Aid training – <u>Open</u>. Training is on the new schedule (3/4 November). Sign-up sheet is out and some places are taken. The course will take a maximum 20 participants. Club members get priority.	MC						
Incident simulation exercise – <u>Open</u>. <ul style="list-style-type: none"> • <u>Closed</u>. Incident Management Guidelines resent to committee • <u>Closed</u>. Email to rostered emergency contact with media advice has been updated • <u>Closed</u>. Link to the guidelines has been added to email to rostered emergency contact • <u>Open</u>. Review general guidelines document and add reference on media calls <table border="1" data-bbox="355 1371 1260 1545"> <thead> <tr> <th>Action</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>Review the general Guidelines document¹ on the role of the Emergency Contact Duty Person and add reference to how to deal with any media calls</td> <td>ES/MP</td> </tr> </tbody> </table>	Action	Who	Review the general Guidelines document ¹ on the role of the Emergency Contact Duty Person and add reference to how to deal with any media calls	ES/MP	ES MP MP MP		
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Review the general Guidelines document ¹ on the role of the Emergency Contact Duty Person and add reference to how to deal with any media calls	ES/MP						
Scholarship applications – <u>Ongoing</u>. ES confirmed there had been a good level of interest with the scholarship initiative with four scholarships having now been approved. Two claims of the four have been processed.	ES						

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https://wtmc.org.nz/sites/default/files/GUIDELINESS_Emergency_contact_person%20Updated%2017%20February%202016.pdf

Film sponsorship fundraiser – <u>Closed</u> . ‘Dirtbag: The Legend of Fred Beckey ² ’ will screen on Tuesday 13 November 2018. Logistics for the screening were now in place. Ticketing is available via Eventfinda ³ online or by phone.	ES
Club night presentations – <u>Open</u> . An approach to be discussed with Megan S. on how best to share club night presentations for uploading to the website/Facebook.	ES

4. Finances

- a) GH noted the Whio transaction was a DOC grant of \$19,880 for 121 traps plus associated pumps and canisters. This is in addition to what the club had covered for trapping (new traps and bait). ES noted that Amanda W. will be looking for volunteers to lay the new/additional traps.
- b) Bank reconciliation for September 2018 was approved by the committee.

5. Membership (JL)

The committee approved the following new membership applications:

- Ronald Canham
- David Bevan-Smith
- Daniel Madley
- Simon Hedde-Baker
- Jenna Langschymidt
- Robbie McIvor
- Luisa Kliman & Daniel Goldstein

7. FMC Special General Meeting - Voting of New Rules⁴ and Conference⁵ (HG)

FMC have informed clubs a Special General Meeting will be held in Palmerston North on Saturday 27 October 2018. The SGM is to approve the new FMC rules. Based on membership numbers, WTMC have six votes. The SGM will be followed by a conference on track and hut maintenance in the Ruahine Ranges.

FMC were also seeking from clubs three issues clubs would like FMC to address. ES suggested the club could put forward issues such as assistance with a suitable membership database/IT solution for clubs to use; more conservation advocacy work; land access campaigns etc. HG suggested we could put the call out to the wider club for ideas.

Action	Who
Circulate to committee FMC notification of the SGM and seek interest and availability to attend and/or vote. Committee may opt to put our votes to the FMC Executive.	HG

² <https://youtu.be/05RiYBruHpU>

³ <https://www.eventfinda.co.nz/2018/dirtbag-the-legend-of-fred-beckey-wellington-screening/wellington>

⁴ <https://www.fmc.org.nz/wp-content/uploads/2011/05/DraftRules20180701.pdf>

⁵ <https://www.fmc.org.nz/2018/09/18/fmc-general-meeting-and-conference/>

Share with the wider club via the website Forum that FMC want to hear from clubs what issues they might like FMC to address. Committee to consider ideas via email as FMC seek responses before next committee meeting.	ES
Return SGM attendance and voting form and issues to FMC by 20 October 2018.	HG

8. Whakapapa Customer Network Form – RALs Power Supply Proposal

BG noted the club needed to respond to RAL regarding their proposal to supply power to Whakapapa, moving away from using The Lines company supplying power. All clubs would need to sign up for RALs proposal for it to happen.

BG noted in 2017 the club documented its agreement in principle to RAL. (BG added the 2017 proposal was to include Whakapapa Village. The 2018 proposal had been revised to exclude the village and cover the area up from RALs workshop buildings at the top of the Bruce Road.)

BG advised we needed to confirm our interest. Following discussion which included the expected cost of the new option, potential risk yet the likelihood RAL would operate the system optimally given the level of investment, the committee confirmed its support for RALs proposal. Thanks to BG for leading on this.

Action	Who
BG to complete documentation, sign on behalf of the club and submit.	BG

9. October Committee Reminders

Task	Status/Action	Who
Set cost of membership subscription for coming year; adding overseas postal supplement where applicable (JL)	Committee agreed to a \$2 increase for each category except 'Friends of the Club'. New fees to be set for adding to the Membership Application Form and on the website prior to invoicing in February.	JL/HG
Confirm date for new members night in February (ES)	Discuss with IL logistics and Megan S. if any speakers scheduled for February.	ES
Back up membership data	Provide back-up copy to the Secretary and Webmaster. <i>Done.</i>	JL

10. Any other business - Nil

Meeting closed at 6.45 pm

NEXT MEETING: Wednesday 7 November 2018, 5.45pm, TTC clubrooms