



Little River Wairewa Community Trust



Little River Wairewa Community Trust

Minutes

Board Meeting 6 May 2019 – 7.30pm Little River Service Centre

Board Members

- Mario Downes – Chair
- Craig Roberts – Trust Treasurer/Accountant
- Bonnie Schenkel
- Vanessa Mitchell
- Donald Matheson
- Glynis Dobson
- Stuart Wright-Stow
- Alex Lee
- Rob Churcher
- Lyn Leslie

Secretary: Acting Fiona McLean

Advisors:

Banks Peninsula Community Board:

Project Coordinator:

Wairewa Rununga Representative: John

Members: Tori

Meeting opened: 7.37pm

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1. Call to order, welcome and introductions
2. Declarations of Conflict of Interest
3. Apologies
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5. Confirmation of the previous minutes and Matters Arising
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8. Reports of Committees / Members
9. General Business
10. Representations from Members / Public
11. Date and place of next meeting
12. Close of meeting

1. **Call to order, Chairman's Address, welcome and introductions**

2. **Declarations of Conflict of Interest** - Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as a Trustee and any private or other external interest they might have. The person who has any conflict should recuse from the meeting prior to the discussion concerning their matter of involvement, only returning once any proposal or vote has been completed.

Apologies: Glynis Dobson, Rob Churcher, Alex Lee.

Moved that the apologies be accepted.

Moved: Seconded: Craig/Vanessa

Carried Unanimously

3. **New Members**

5. **Confirmation of Previous Minutes and Matters Arising**

The minutes of the Board meeting held on Monday 4 March 2019 are attached

The Board members are asked to confirm that these minutes are a true and accurate record of the meetings

Moved: Seconded: Lynn/Bonnie

Carried Unanimously

6. **Correspondence - delivered into your DropBox and Matters arising**

- Chair resignation
- Appointment of new Chair
- Walkways committee – Janet’s email
- Pen Goldstone’s letter re extension of SCF
- Piezometer – Brad Baxter

The members of the Board are requested to confirm that the inward correspondence for January 2019 be accepted and the outward endorsed.

Moved: Seconded:

Carried unanimously

8. **Statement of Accounts**

Moved: That the accounts as presented be passed for payment and that the statement of income and expenditure be accepted

Moved: Seconded: Vanessa/Donald

Carried Unanimously

9. **Reports**

- Egg Hunt – End of Project Report was presented by Donald as Glenis was away. It was an overcast coolish day and Marcus Peuntener cancelled the Old School Event that was to run from 1pm to 6pm. After a conversation with Marcus I decided to still run the Easter Hunt at 2pm as I thought it was enough of an attraction in its own right and the kids would keep warm running

around searching out the hidden eggs. The rain held off. Tom and I went and hid the eggs at 1pm, put up the bunting and flags out the front and wrote on the blackboard at the Okuti Valley Hall. At 2pm everyone started arriving. There were approx: 40 to 50 kids who turned up for the Hunt. Everyone enjoyed the event and it was nice to see the children sitting with their friends chatting and eating their eggs. Some adults were quite happy standing around catching up with each other. There were enough eggs to go around. We spent \$200.00 on eggs. \$100.00 donated by the Love Little River Group and \$100.00 donated by the Little River Wairewa Community Trust. Advertising was in the Akaroa Mail, Little River Wairewa Community Trust Facebook page, Residents Facebook page and Little River Newsletter Mail out.

- Little River Wairewa Community Trust Tent at the Pumpkin Festival It was Sunday 14th April this year. A really successful event bring together groups supported by the Little River Wairewa Community Trust with a display from The Little River Trap Library including a Bird Trapping complete with decoy magpie, The Okuti River Project, Birlings Flat Community Centre, Living Streams Nursery, The Little River Railway Station Trust, The Banks Peninsula Walking Festival and the Town Planning Group showing the two proposed village walks and the plans for the newly designed car parking area and 3d art speed bumps in front of the Craft Station. A new display board was made showing most of the projects and activities the Little River Wairewa Community Trust had achieved during the past year. We also ran two surveys. #1 On the covering the open drain from the Little River Diner to the Little River Garage #2 proposed two village walks. We obtained support from about 60 people. We had a good day and a successful day I would say in the amount of people whom we spoke with, who were really interested in the work of the Trust.

10. General Business

- Volunteer recognition award – Nominations close 4.00pm 17th May, the Trust decided to nominate Bruce King, Fiona to look into writing nomination, will talk to Mario about what Bruce King has done in the community.
- Storage Space offered for the Trust – We discussed the storage space offered by Katherine at the service centre. Fiona to find out if there is a cost . Vanessa said that the Toy Library is also available. Is the room available beside the Council Offices if so can we make this HQ for the LRWCT we could have contact details etc up, and have the Tuesday morning drop in service there.
- Coronation Library - Donald to look after the Coronation Library Project until the projects gets underway, Donald to talk to Pen – What do the council want us to do? What's is going to happen – the council plans ? Get direction from the council – Pen. At a later date discuss what usage the Library could have for the community as a whole, e.g. music classes, Art exhibitions, Health services, Community meeting rooms etc.
- Discuss job description for secretary and project manager - Fiona McLean removed herself from this meeting due to conflict of interest. Vanessa took the minutes. They discussed - What we want the Trust to have going forward. Look at Trust co-ordinator, compare to all examples Penelope sent through. – 25 hours/week .– Trust Manager/Admin Job.—mid-month meeting to accept job descriptions, hours and how much \$\$ we have.

11. Representations:

12. Closure of Meeting: 8.45pm

13. Time and Place of next Meeting: 10 June 2019

Certified as a true and correct copy of the Minutes:

Signed: _____ Mario Downes – Chair

Signed: _____ Fiona McLean – Acting Secretary