

Minutes of the Committee Meeting held on Monday, 6<sup>th</sup> March 2023 at 7.08pm

PRESENT: Stuart Howard, Angela Morey, Fran Farrant, Bob Jones, Ian Farrant , Eric Muir ,Richard Seeger, Wallace Bremner and Tony Bolderston

APOLOGIES: Shelley Davies, Nicky Brooks, Tony Brooks , Sheree Brooks , Robert Watson, Neville Jamieson and Jane Cain.

MINUTES OF THE PREVIOUS MEETING:

Draft Minutes of the meeting held on 20 February 2023 was tabled, with approval deferred for the next meeting.

FINANCIAL REPORT:

Having been distributed were taken as read.

Motion: That the Financial Report to 28th February 2023 be approved | Passed unanimously

Moved: Richard Seeger

Seconded: Wallace Bremner

ANZAC DAY:

Neville confirmed that arrangements are going well.

(Stuart asked that any speakers be told to stop if a train goes past as their words are lost by the noise)

DECLARATION OF CONFLICT OF INTEREST: – Nil

CONSTITUTION:

Bob distributed a list of questions to take away and study for discussion at a future meeting. A brief general discussion followed including:

- Life members and Honorary members - it was agreed that things should be kept simply.
- Registered members – committee and those who registered interest.
- Community members – folks who live in the area.

RE-OPENING:

NZ Police | Terms and Conditions - Jeremy Steadman (Police contact) has looked at our terms of hire for the hall. He is saying that there may be chance that the Police supply an external security camera, the committee to pay for the power and wi-fi connection. This will be brought back to a future committee meeting. Richard is supportive of camera security.

Ian and Bob to progress this proposal (in association with Hall security cameras) along with Terms and Conditions and report back.

Hall Charges - Jane has kindly asked all the local halls to supply her with their current charges. Subject to approval for distribution, these will be passed on for our information.

Hall Hire Enquiries – Fran raised an enquiry from a lady who wished to hire the hall for a wedding. After discussion it was decided that we would, in the absence of an approved Hire Rate Schedule, do a “one off” price for her of \$1,000 including the bond to enable confirmation. It was advised that the Pukekohe AFC had enquired regarding a fund raiser in August which would want a minimum of 100 people to attend with maximum of 150. Discussions in progress.

Repairs and Maintenance - Wide ranging discussion regarding the extent of work to be carried out prior to re-opening. It was agreed that various committee members would take responsibility for specific tasks. Notes attached.

COMMUNITY ENGAGEMENT:

Newsletter - Fran tabled the proposed Newsletter for discussion. With suggested amendments, and working bee and community consultation dates determined, it was agreed to be distributed.

Community Meeting – After discussion it was agreed to hold a community meeting at the Hall on Wednesday, 29<sup>th</sup> March 2023 to progress consultation.

Working Bee – Agreed to be held on 15/16 April 2023 for the inside cleaning of the Hall – Angela agreed to be the organiser | contact person, noting that she leaves the country for 3 months on 18 April.

Equipment Stocktake – It was agreed that as a component of the working bee a stocktake was to be completed for tables, chairs, kitchen equipment, cleaning equipment etc prior to re-opening. Anything not of use or damaged to be disposed of.

After discussion it was agreed that the purchase of scaffolding be considered as opposed to borrowing Richards – this would be left at the hall. This suggestion was agreed in principle – Ian to report back.

Next meeting Monday 3 April 2023 at 7pm

Meeting closed at 8.43pm

Repairs and Maintenance Notes:

*Richard talked about the jobs he needs to do before the opening – floor issues, trap door and honours board.*

*General talk followed about the “soggy” step on the left of the stage.*

*Hooks need on French internal doors.*

*Gussets needed some attention.*

*Toilet doors in ladies to be rehung.*

*The members went outside before it got dark to see what needs to be done on the outside before opening.*

*Maintenance Project – lead by Eric*

*Wallace and Eric will organise the work on the Struts and the canopy.*

*The front of the hall entrance – gable end- needs a good clean and a paint around the green border.*

*It was decided to park the issues of a new sign at the moment, but to clean the original sign.*

*Inside foyer needs a wash*

*Suggestions followed of a new notice board.*

*Again, it was suggested that the vanity in the lady’s toilet be updated and a larger mirror installed + new toilets / seats.*

*Suggestion to ask Wharfe plumbing for a quote for the plumbing.*

*Tony to check all the electrical equipment before opening – he is registered to do this.*

*Perfect Air to be approached to check the air-conditioning.*

*Weeding to be done by Stuart.*

*Spouting to be cleaned – Neville and Richard to do this.*

*Eric happy for us to use his Farmlands card if need be and get reimbursed.*

*It was suggested that the colours of the paint match what is already existing for this time around.*

*Committee happy for the weeds to be sprayed.*

*Suggestion to lighten the colour in foyer instead of yellow to brighten it up.*

*Ian offered to do the paint work needed if the paint was obtained.*