

MINUTES of the committee Meeting held on Monday, 4<sup>th</sup> September 2023 at 7.02 pm.

PRESENT: Neville Jamieson, Fran Farrant, Bob Jones, Eric Muir, Wallace Bremner, Stuart Howard, Robert Watson, Ian Farrant.

APOLOGIES: Angela Morey, Richard Seeger, Tony Bolderston

MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 21<sup>st</sup> August 2023, having been distributed, were taken as read.

Matters Arising from the Minutes

KiwiRail Parking Area – Neville reported that there had been no response to our latest email. It was agreed this was not a priority and that communication would be maintained.

Motion: That the Minutes of the 21<sup>st</sup> August 2023 be approved. Passed unanimously.

Moved: Ian Farrant                      Seconded: Robert Watson

FINANCIAL REPORT: The Accounts, having been distributed, were taken as read.

Motion: That the Financial Accounts for August as presented be approved. Passed unanimously.

Moved: Neville Jamieson              Seconded: Wallace Bremner

CONFLICTS OF INTEREST: Nil.

ADMINISTRATIVE HOUSEKEEPING:

Front Carpark Tar Seal – Robert reported that Farmers had indicated a figure of \$75.00 (plus GST) per square metre for hot tar and a site visit was scheduled for Wednesday to survey and provide an estimate. Auckland Transport, having been approached, provided no indication that they would contribute. There was discussion surrounding the desirability to address the whole area, with the proviso of the cost of this option and impact on funding. The committee to await Farmers proposal(s) and pricing.

Canopy Brackets – Eric and Wallace to co-ordinate repair.

Electrical switchboard upgrade – upgrade scheduled to be completed this month.

Wet & Forget sponsorship – approved by affirmation that in return for product to treat external moss promotional signage would be permitted for a period of three months on the boundary fence. Sponsorship, as normal, would be included on our website and community newsletters, as appropriate. It was agreed application would be late Sept early Oct 23.

Noise Complaint – 26<sup>th</sup> August 2023 – The complaint by Martin Bennett was discussed in depth, noting the Terms & Conditions of Hall hire and the process followed when briefing hirers. Security was contacted to determine their perspective as well as debriefing on future events. It transpired that the south facing windows were open.

Once information is to hand a review of policy and amendments, if any to be considered and communicated.

## ACCESS / MONITORING / CAMERAS / SECURITY:

After a robust discussion it was agreed that Bob and Ian would review and document recommendation for consideration by the committee.

## BUILDING REMODELLING / UPGRADE:

Bob advised that the survey was progressing.

After discussion, it was advised that the process is to:

- i. Complete the building survey and drawing as per existing floor plan.
- ii. Redraw the vision, architectural concept plan.
- iii. Have the plan preliminarily reviewed by an engineer to provide guidance on the engineering and construction practicality.
- iv. Amend as appropriate and consult with community, prior to
- v. Progressing to formal engineering design, drawings, contractor quotation and consent process.

It was acknowledged that this was a significant project that would take time.

## UPCOMING EVENTS:

Live Music / Dance – agreed to defer until 2024.

Christmas Celebration weekend – Finance projections reviewed with a request for raffle prizes, extra help. Committee were urgently requested to reach out to whanau, community to identify people who are willing to assist, particularly on Saturday, 9<sup>th</sup> December.  
Stuart to work with Fran to design and complete promotional signage.

Wallace to investigate fibreglass / polyglass promotional Notice Board units (2) for the front of the Hall.

## GENERAL BUSINESS:

Ongoing maintenance – Internal front doors and Northern entrances (in conjunction with access monitoring installation).

There being no further business the meeting was declared closed at 9.00 p.m.

Next meeting: Monday 2<sup>nd</sup> October 2023 at 7pm