

MINUTES of the committee Meeting held on Tuesday 6th August 2024, at 7.04 pm.

PRESENT: Neville Jamieson, Ian Farrant, Angela Morey, Richard Seeger, Wallace Bremner, Stuart Howard, Eric Muir, Matt West & Fran Farrant

APOLOGIES: Bob Jones and Robert Watson

MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 9th July 2024, having been distributed with the agenda, were taken as read.

Matters Arising:

AON Insurance - this has now been concluded for contents (previously approved) and amending building cover for the increased valuation from \$1.6m to \$2.4m. A pro-rata invoice has been paid for the interim period. We have been advised that we have been given a \$750 discount.

Motion: That the Minutes of the 9th July 2024 meeting be approved. Passed unanimously.

Moved: Ian Farrant Seconded: Wallace Bremner

FINANCIAL & ADMINISTRATION REPORT:

The Accounts & Narrative Report to 31st July 2024 – having been distributed, were taken as read.

2024 Budget - to remain relevant the future budget projection timing is being moved to align with latest information regarding the timing of funding received and expenses incurred.

Laptop/Printer/Tablet – These have been purchased and were present at the meeting for the committee to see.

Forward Bookings – consideration for an End of Winter Blues / Daylight Saving promo in September was discussed and agreed to proceed, if necessary.

Credit Card – To avoid using personal credit cards, the need for a credit card for overseas/repeating transactions (e.g. Mailchimp, Microsoft Office 365 etc.) was discussed and agreed. Protocols for the use would be put in place. A hall credit card would enable continuity should any committee members change, on whose cards monthly and annual charges are currently being deducted. Matt West to be the card holder on behalf of BCCI. A report will be provided monthly to the committee on what charges have been deducted.

Tax Exemption – progressing discussions with the IRD to reinstate our Tax-Exempt status to pre-30 April 2024 is still work in progress. Will update next month.

Motion: That the Financial Accounts for May 2024 and establishment of a Credit Card be approved. Passed unanimously:

Moved: Neville Jamieson Seconded: Eric Muir

CONFLICTS OF INTEREST: Nil.

AUCKLAND COUNCIL:

Meeting with Andrew Baker - Andrew (on the Board of AT) said he would follow up on the forecourt repair and roading verge opposite the hall.

The EPB status and proposed extensions were discussed, resulting in James Murdie at the Council making contact. We now have communication which gives some comfort to us moving forward.

It was appreciated that Andrew Baker was able to meet with us promptly and dealt with matters quickly.

It was reported that a letter of support from the Council (subsequent to our meeting with Alan Cole), to submit with our funding requests had been received.

WAIKATO COUNCIL:

Neville and Ian met with Emah Lane (Waikato) and Jane Cain (Auckland). Waikato is receptive to progressing funding for the hall with a targeted rate. Waikato can move quickly but would like to work with Auckland. Auckland will not be able to move on a targeted rate for 2-3 years. A general discussion followed, with it being noted that Jane is taking our operational funding case for 2024 / 25 to the Franklin Board with a view of equalling our income for last year but in real terms, this is going backwards. *(Post meeting note: This is subject to Franklin Board approval.)*

A targeted rate from both our Waikato and Auckland Communities would benefit the hall. It is positive that both Councils want to work together and in coordination with the committee to support the hall.

EPB STATUS:

We have reached out to Andrew Gaul with regards to supporting the Hall (identified as a community member who ran for the Buckland School Board) and who is a Director at BGT Structures a consulting structural and civil engineering firm.

Background information was emailed to Andrew including the EQSTRUC report and Proposed Extension drawings.

Andrew reviewed the information very promptly and came back to us with some questions which were passed by Lars from EQSTRUC. A meeting was then held with Andrew, Ian, Fran & Neville to consider a way forward.

The outcome of the meeting was that:

- It was proposed that a revised concept plan be prepared to bring the hall up to 34%NBS compared with the 67%NBS in the Detailed Seismic Report – July 2021. The higher 67%NBS is generally required in situations like bank funding, re-sale and insurance. Our insurance has accepted our current situation so there is no problem there.
- The concept plan to take into consideration the porticos and storage and kitchenette to the main hall.
- Timber portals – timber types and sizes to be confirmed.

- Updated Floor Plan of the current hall. Bob has completed measurements of the hall and will be asked to bring forward the completion of this task.
- Floor Plan incorporating the planned porticos and storage and kitchenette in main hall.

Andrew Gaul generously offered to prepare the concept plan as a service to the community, pro bono.

This is a huge opportunity and step change.

It was agreed that the porticos concept needed to be reviewed, now that we have more than 12 months operational experience, to take the following into consideration:

- how the hall is used inside & out
- retaining maximum outside area space
- lintels and existing structure
- access to both halls separately
- weather protection
- strengthening of the walls and roof structure
- maximising use of wall space
- Foot traffic movement entering and exiting the entrances, including disabled
- There is a lot to consider with conflicting factors

Bob is back on 16th so the process will progress after his return.

Moved unanimously that we move forward with Andrew Gaul in terms of the outcomes above and thank him for his generous offer and support.

REAR HALL TOILETS:

The recent Stageantics performance and use of the two halls with Table Tennis highlighted that one toilet is not appropriate. Especially when combined with bad weather impacting ingress and egress.

Eric has suggested an external portable toilet block facility as an interim step to provide for more toilets, including a disabled toilet. In the long term the block could be sold. This provides a temporary solution for building capacity whilst the longer term EPB challenge is addressed. *(Post meeting comment: It also facilitates stand-a-lone ablution block in the event of an emergency).*

This change in approach is a good management decision to ensure that options are considered, we meet demands and long term have re-sale value. A second shipping container, to be investigated.

Unanimously agreed to move forward with investigating this change in plans. Meetings to progress to be arranged on Bob's return. Any funding shortfall will need consideration - \$8K in the budget. It cannot be funded from the Cyclone Gabrielle funds. We don't want to hold up so need to work out how to do as cost effectively as possible.

MAINTENANCE:

Flooring – after discussion options identified are:

- Option 1 – do nothing

- Option 2 – sandless treatment (suggested by Eric) \$14,374 plus GST for both halls – to scratch and apply polyurethane. Concern was expressed at the longevity of this solution.
- Option 3 – Strandboard solution - \$44K main hall and \$6K rear hall (sanding and polyurethane) (sanding to front hall for strandboard \$2.3K)
- Option 4 – Kwila boards solution - \$55.8K for main hall only
- Option 5 – demolish existing floor, check bearers and joists, strengthen, insulate and lay new boards. Henderson Demolition quote to remove flooring – main hall \$9K and front of rear hall \$2.3K

Summary – the front hall floor is deteriorating and it does not give a good impression to those hiring and the standards we are asking to be met with cleaning. When we do something, we need to make sure that it has longevity.

Moving forward it was agreed to understand the condition of the structure underneath and scope exactly how the floor will need replacing. From a timing perspective it is obviously complex, cannot happen quickly and the planning needs to minimise disruption. Timeframe - probably not until the 2025/26 year. There is currently a lot on and we need to focus on what needs completing.

It was unanimously agreed to transfer the \$12,500 currently in the budget for the floor repairs to the rear toilet project. This would give \$20,500 in total and enable that to progress.

Moved: Eric Muir Secoded: Wallace Bremner

Buckland Hall Signage – front of building. Stuart to create signage. install as soon as possible.

Entrance 2 Safety Railing - Wallace and Richard to design, create and install as soon as possible.

LCD Screen Mounting - This to be completed with work on the facade. Eric and Richard to progress as soon as possible.

Fran updated the meeting on the capability of the screen. Requirements of road signage rules have been considered i.e. time between movement and potentially restrictions on videos. Delivery, to be confirmed, is approximately 6 weeks.

Camera - It was suggested that the budgeted external camera is mounted in conjunction with the installation of the LCD.

MARKETING & EVENTS:

Christmas Event - Report taken as read. It was commented that – planning is well advanced with the budget being achievable (subject to weather) with higher income. Plenty of gazebos are planned in case of rain.

Community Youth Engagement Events – Two events proposed. The Great Brick Competition (15 Sept) sponsored by Callander Construction and a Halloween Disco (31 Oct) were discussed and approved by the meeting.

Rylee Mackay – Dynamix, a new regular hirer starting classes for 3–6-year-olds mid-October.

Angela recommended posting events in Coffee News - Fran will follow up.

Historic Churches & Dennis Marsh Concert - Angela thanked the committee for supporting the use of the hall for the Historic Churches event on 13 October. She also wants to try and get a Dennis Marsh concert organized for 17 November.

FUNDING/STRATEGIC GRANTS:

Gabrielle Funding - approved but not yet received. Ian updated on progress in ordering/purchasing the items for which funding has been approved. A discount was negotiated on the Trade Tested Generator which has allowed the purchase of a 3mx3m gazebo which enhances the emergency equipment available. Wharfe Bros have been put on notice for the required electrical work.

Sourcing the container – in progress. If we can get a cheaper container and be able to create a roof that could be an option. Do we get two at once for the temporary toilet block?

Agreed we order one container for now and focus on getting the foundations done. It was further agreed to commit to purchasing a second container (subject to confirmation that this is appropriate for the temporary toilet block) which can be held until it is ready for delivery.

Stage Production Project - Funding applications to Foundation North, Blue Sky Community Trust, Grassroots Trust and Four Winds Foundation (amounts to be confirmed) were approved to be lodged. Support letters have been received, quotations are being refined and once the tax exemption has been sorted the applications will be submitted. Could committee members who have yet to supply bios please do so as soon as possible.

Moved: That the chairperson has authority to apply for funding from Foundation North, Blue Sky Community Trust, Grassroots Trust and Four Winds Foundation in relation to our Stage Production Project.

Moved: Angela Morey Seconded: Richard Seeger

GENERAL BUSINESS

Stageantics production (Dot & The Kangaroo Jr) – several committee members attended and thoroughly enjoyed the show. The partition curtaining was a great space definer and helped acoustics. This needs to be considered for the hall to have long term. Angela to write a letter of appreciation to Emma from the Committee.

Angela raised the darkness of the street area near the railway lines. Is there anything that can be done? It used to be well lit but not now. It was suggested that we document to raise with our Franklin Board representatives next time we meet.

Meeting with Andrew Bayly scheduled for 23rd August for 45 minutes – register interest if you wish to attend. The intent of the meeting is to bring Andrew up to speed with what is happening with the hall, the EQB status etc.

There being no further business the meeting was declared closed at 9.10 pm

NEXT MEETING: Tuesday 3rd September at 7.00 pm