

MINUTES of the committee Meeting held on Monday, 6th May 2024, at 7.00 pm.

PRESENT: Stuart Howard, Neville Jamieson, Bob Jones, Angela Morey, Ian Farrant, Richard Seeger, Tony Bolderston & Fran Farrant

APOLOGIES: Robert Watson, Wallace Bremner & Eric Muir

IN ATTENDANCE: Wayne Paxton – Blueliners Entertainment

BLUELINERS ENTERTAINMENT: Capacity Building – Stage Projects

Wayne gave a presentation on JBL portable sound equipment which the committee is considering purchasing for ANZAC day, Christmas at Buckland Hall and at meetings. Wayne also explained briefly the types of lighting and control desk the hall could use as part of the greater development to increase the capacity for shows and entertainers at Buckland Hall.

7.30 pm – Wayne Paxton left the meeting

MINUTES OF THE PREVIOUS MEETING:

The minutes for the meeting held on 8th April 2024, having been distributed with the agenda, were taken as read.

Matters Arising:

There were no matters arising.

Motion: That the Minutes of the 8 April 2024 meeting be approved. Passed unanimously.

Moved: Richard Seeger

Seconded: Wallace Bremner

FINANCIAL REPORT:

The draft Financial Statements for the twelve months ended 30th April 2024, having been distributed, were taken as read.

Fran talked through the end of the financial year accounts. A number of late invoices have been received, plus the water bill was outstanding so there will be some changes before finalisation. Fran reminded everyone to let her know any costs or time they have donated (excluding roles undertaken as a committee member) as it was appropriate to undertake an adjustment to reflect those costs and a corresponding 'donation' amount.

Repairs & Maintenance: There are two disclosure account codes – one relating to specific building costs and one for operational costs. The purpose is to assist the process of discussing with the Council the operational costs of the hall versus those associated with a community owned hall. The committee discussed the points to raise with the Council.

GST: The potential for the hall to become GST registered was raised and deferred for later discussion.

Defibrillator: confirmed that the Defibrillator had been received and Richard will install.

Equipment Insurance: Ian confirmed that we are waiting for information from AON about contents insurance to a total value of \$60,000. AON to confirm if anything needs to be specified.

Budget 2024/25: Fran confirmed that a draft budget would be presented to the June meeting. Ian stated that in 2024-25 we need to get the sub-committees working more effectively.

Land & Building disclosure: Ian discussed changing the value of the buildings in the accounts to align with the valuation recently received. It was agreed to update the value of the buildings to the depreciated amount of \$686,000 and to disclose, by way of note, the replacement value.

Motion: That the DRAFT Financial Accounts for the year ended April 2024, be approved and after further adjustments will be adopted via email, for presentation at the AGM. Passed unanimously:

Moved: Neville Jamieson

Seconded: Tony Balderston

CONFLICTS OF INTEREST: Nil.

CAPACITY BUILDING:

1. Mobile Sound System - Previously discussed.
2. Sound/Stage/Lighting Project - Ian asked everyone to confirm if they were still supportive and comfortable with pursuing a sound/lighting/stage extension project.

It was agreed that any investment made must have a viable recovery period. The goal is to build capacity to grow Income from hiring the hall for performance-based events and thus recover the investment.

In addition to a stage set up, the stage extension could create a catwalk for fashion shows, wearable arts etc., and could also be located outside.

The goal will be to identify funding to support the capacity build. There is also funding available to support youth projects. At the end of the day funding is required for this project to proceed.

Keeping excess funds in the bank has virtually no return so investing in capacity building to generate further income makes sense. The money needs to work for us.

Deciding what and how much we fund and how much we generate will all need to be carefully considered.

3. EPB Update - Holding funds back for retrofit will do nothing to cover the total estimated costs. Growing the capacity and having a viable model on which to apply for funding does. At ANZAC Ian canvassed with Logan Soole (Auckland Councillor) and Andrew Bayley (local National MP) regarding the proposed direction for Auckland seismic buildings. The direction being driven by Wayne Brown is that all Auckland EPBs should not have to meet the current onerous obligations. It has been agreed to hold meetings to discuss further with both people. Whoever on the committee wishes to be involved and attend is welcome.

The meeting with Logan Soole should also discuss ANZAC and the closing of Buckland Road for future services given the changes required in road closure approvals and costs. Having spoken to Logan and Wayne Paxton (Police), pragmatically, there should not be a problem, especially as George Crescent is a loop road around the closure.

4. Rear Toilet Design/Layout – Ian called for a working committee to be formed to progress. The committee was agreed as Bob (organiser), Eric, Richard & Fran. Bob will arrange a meeting.

The committee will design a layout to bring to the next meeting. Fran reminded everyone that we will potentially need to close the hall during the renovation process so this needs to be known as soon as possible.

The cost of this renovation will be a cost to the hall.

A kitchenette for the front hall was also raised.

COMMUNITY EMERGENCY HUB & CYCLONE GABRIELLE APPLICATION

1. Ian spoke to the fund managers and were comfortable with where we were going. It is a low risk/high trust model. Funding is normally around \$30K (approx \$14M is available).
2. We have discussed the container, two generators, emergency lighting and we can fund more now that we have been invited to apply for the total of \$30K.
3. The committee approved to include further purchases aligned to the needs of an Emergency Hub.
4. It is hard to decide exactly how many people would use it during an emergency.
5. The funders do want to see community consultation, and this information could be supplemented via a newsletter survey.
6. The point of the Community Hub would be to support people, to facilitate a cup of coffee, somewhere safe, warm, access to communications, sharing information (which needs to be co-ordinated with the Pukekohe emergency response).
7. It was proposed that Ian and Bob will progress developing an application to meet the \$30K funding potential.
8. The health & safety checks (e.g. generators) could be done as part of Health & Safety monthly checks.
9. The cost of ongoing maintenance and support for the gear acquired needs to be considered. Ian confirmed that it is not the intent to hold any perishable items. Our aim is to make sure we have the basics of lighting, power, communications etc. Generators will also be useful to the hall for other events.
10. The committee confirmed that the container is required and would be purchased funding or not.

FORECOURT RESEALING – Ian stated that he had heard today from AT. Auckland Council kicked it back to AT, stating that BCCI are responsible for the forecourt. The council is not responsible so they will not fund. Ian spoke to AT again this afternoon and after prolonged waiting they are now passing on to someone to deal with it. Ongoing.

If AT will not repair or fund then if we paid, it may be possible to get funded via the Council Grant.

Ian confirmed that he had told AT that we could take the problem away as we have the quote and will get the job done. All we need is the funding. This was not a likely outcome.

ANZAC DAY CELEBRATION:

Neville was thanked for organising, along with all the others involved in the signage, organisation, Sue for refreshments etc. The committee thought it was well attended and many young people and families was good to see.

The purchase of an Australian flag for future years was discussed and Tony said he would progress.

CHRISTMAS AT BUCKLAND HALL:

Confirmed Dates: Saturday 30th November & Sunday 1st December
An initial establishment committee of Fran and Angela was agreed.

COMMITTEE NOMINATIONS:

1. Committee members were requested to ensure that they completed the nomination form.
2. A discussion took place about the changing roles of Treasurer / Secretary where what we need is an Administrator and three people with signature rights with an absolute focus on segregation of duties.
3. Our constitution calls for a Treasurer and Secretary so those appoints may be in name only and with signature rights attached.
4. Tony stated that he is going to be overseas for six months of the next term and therefore feels that he will not be able to re-stand. The committee expressed a desire for him to stay on the committee but understood if the decision was taken not to stand.
5. All other committee members in attendance were intending to stand again.

GRANT SEEKING & WRITING WORKSHOP:

Bob attending on 8th May – Ian has already attended, and it was very good.

GENERAL BUSINESS:

1. Mowing - Tony Brooks has resigned due to health issues. Bob agreed to get some professional quotes.
2. Building Warrant of Fitness is due in June – all the required paperwork has been actioned.
3. Chairperson – Ian expressed the opportunity for anyone else to take over the Chair.
4. Further to Fran's request - Ian asked the committee members to let him know an estimate of the total hours they have spent at the hall to support the funding applications.

AGM: Richard reported that he had put up the signs (one still to do). It was decided that there was no need to advertise in the paper as there is far greater exposure via social media and our online newsletters.

There being no further business the meeting was declared closed at 9.00 pm

NEXT MEETING: Change day from Monday to Tuesday TBC