

MAPUA & DISTRICTS COMMUNITY ASSOCIATION
Executive Committee meeting of the Association

NOTES 1st December 2016 (Nov 24th meeting moved fwd)

PRESENT: Elena Meredith (Chair), Mary Garner, Tim Hawthorne, Aileen Connell, Helen Bibby and Colin Walker.

APOLOGIES Wayne Chisnall, Devin Gallagher

WELCOME: Elena welcomed Exec members and thanked them for a busy half year's work

FINANCIAL	<p>Current bank balance \$. See Aileen's print out</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 25%;">In bank account</td> <td style="width: 25%;">General Fund</td> <td style="width: 25%;">Dominion Flats Grants</td> <td style="width: 25%;">Waterfront Park Grant</td> </tr> <tr> <td style="text-align: right;">22,588.52</td> <td style="text-align: right;">6695.50</td> <td style="text-align: right;">5,893.02</td> <td style="text-align: right;">10,000.00</td> </tr> </table> <p>Financial report. We have 120 members.</p> <p>Accounts paid/to be paid:</p> <ul style="list-style-type: none"> • Tim \$247.30 reimbursement of expenses. <p>Discussion about paying hall rental charges by AP. Agreed. THAT we set up an AP for 12 months at \$54 month to pay the hall rental charges. Aileen/Colin CARRIED</p> <p>THAT Account for payment be approved Aileen / Elena CARRIED</p>	In bank account	General Fund	Dominion Flats Grants	Waterfront Park Grant	22,588.52	6695.50	5,893.02	10,000.00	Action & follow up
	In bank account	General Fund	Dominion Flats Grants	Waterfront Park Grant						
22,588.52	6695.50	5,893.02	10,000.00							
	Tim									
CORRESP.	<p>Inwards. Letter, Mayor's office Hall re regular activities cards to be set up near the new ATM</p> <ul style="list-style-type: none"> • <p>Outwards. No outwards correspondence.</p> <p>Discussion on the following:</p> <ul style="list-style-type: none"> • Wording of the Assn activity card. • Tim supporting Mary in setting up a forward from the Assn Gmail automatically to secretary's email. If this works, the MDCA g-mail will be on the new members instructions etc. 	CORRESP.								
EXEC FORMAT & PROCESSES	<p>Constitution Review. Any comments received? Tim to post the constitution on Facebook as another means of attracting comments. Brief discussion about including section on life membership. Noted we can cut and paste examples from companies' website.</p> <p>Membership Manager & mailings. Discussion on the following:</p> <ul style="list-style-type: none"> • Manager proposal Aileen has checked her membership process with Megan who operates a bigger one for the Mapua hall and now feels our current system is manageable. • Emailing. How to more easily extract email addresses from the membership spreadsheet. Colin gave a suggestion 	Mary								

	<ul style="list-style-type: none"> • Broadening our reach. Elena keen to send monthly meeting minutes to other community organizations. Suggestions as to who to include. Elena compiling a list. • Mayor/TDC Mayor to be added to Mary's distribution list using the new email address. • Tim's group emails. Agreed that Mary will send out Tim's group emails using the same membership email list from the previous Assn mailing. • Leaflet membership recruitment drop. Aileen tabled a hall example with suggestion the Association do the same in the New Year. Suggested a group like Scouts to deliver for a small fee. Aileen to prepare a mock up. Thanks to Aileen for pulling the membership list together. 	<p>Mary</p> <p>Mary</p> <p>Aileen</p>
<p>COUNCIL FEEDBACK/REPORT</p>	<p>Colin gave a brief outline of TDC meeting systems and the TDC practice of posting meeting minutes on their website.</p> <p>TDC Waterfront Land Strategic Review. Noted THAT the TDC wants the review to be finished by April Brief discussion about several key areas. Noted the opening of submissions will be posted on the TDC website but likely to be December. Item will have to go on the agenda for the Assn February meeting. Colin to keep a watch on the TDC website and advise when submissions open.</p> <p>Boat Ramp. Discussion about the access to the Boat Club's proposed boat ramp and how to manage this. Noted (Elena) that to date, the MDCA has not taken any position on the use of the Waterfront Park land and outlined issues that we might include if we did make a submission with the two main ones being :</p> <ul style="list-style-type: none"> • disturbance of previously contaminated land • parking. <p>Following then discussed:</p> <ul style="list-style-type: none"> • Whether the Assn should make a submission or whether members should be encouraged to make their own. • How to canvas members opinions about what to include in the submission if one is made. • Noted that historically, the Assn has made many submissions on various issues in the past. <p>ACTION. Agreed, a submission will be made on behalf of the MDCA and that the second half of the February Assn meeting be devoted to compiling members' opinions as to an Assn submission. This intention to be circulated at the December Assn meeting. (Assuming the call for submissions will be on the TDC website in December).</p> <p>Rubbish Bins, Gas bottles and califonts at waterfront. Brief discussion about location of these.</p>	<p>Colin</p> <p>Mary</p>

FUTURE DEVELOPMENT	<p>Dale Vercoe Land. Report back on Nov 23rd meeting from Tim who also answered questions. Noted attendance around 80 and the meeting has been summarized in the latest <i>Coastal News</i>.</p> <p>TDC and advance warning about potential impact of proposed new developments. Noted that the Mayor has verbally (p/c to Elena) advised that the TDC has agreed to develop a policy requiring this. Elena to phone Richard's secretary (Hannah) and get this confirmed in writing for the December meeting</p>	<p>Tim</p> <p>Elena</p>
ENVIRONMENT	<p>Civil Defence meeting. No update. Discussion about the Assn possibly picking up responsibility for this issue again.</p> <p>Dominion Stream Flats update/Mamaku Wetland. Helen gave a verbal update.</p> <p>Resource consents. Application for Mapua Drive. Only item noted by Colin.</p>	
ROADS & FOOTPATHS	<ol style="list-style-type: none"> 1. Higgs Rd brochure progress. 2. Footpath & traffic Mapua Country Store. 3. Pedestrian Crossings (Aranui Rd nr school and opposite Library) 4. Footpath Seaton Valley Rd 5. Updates on cycle ways <p>Report from Wayne as previously emailed with nothing further to report. Wayne to be asked to invite Jamie McPherson to the March Assn meeting.</p>	<p>Wayne</p>
SOCIAL MEDIA	<ol style="list-style-type: none"> 1. Website progress. Tim recommended that we not pay someone to construct the site as it is just a matter of compiling all the information Tim happy to do this and will likely take over the website work from John Fountain. A robust discussion about the merits of publishing bios and photos of the Exec members on the Assn website AGREED All members to be listed by name only, along with their portfolio areas. 2. Coastal News monthly article. Facebook & Neighbourly (new site). 3. Links with other Associations. See above item about sending Assn meeting minutes. 	<p>Tim</p>
WATERFRONT	<ol style="list-style-type: none"> 1. Wharf Reserve Response from TDC received. 2. Boat-ramp proposal No further action but see a/a re TDC land review. 3. Feedback Waterfront Advisory Forum. Elena gave a verbal report from the last meeting. 	<p>Elena & Colin.</p>
OTHER	<p>Aquarium memorial No update.</p> <p>Format December Assn meeting.</p> <ol style="list-style-type: none"> 1. School to present first. Neil Chalmers and Bruce Miller (Chairman, BOT) (Tim to send a reminder to them). 2. Set up the process for the TDC review and a possible Assn submission. 3. TDC Annual Plan Review -advise members that Mayor et al to attend March Assn meeting. 4. Annual Plan. When it is up on the TDC website, Tim to send update to Mary to include in the pre meeting mail out. 	

	<p>5. Life Member presentation – Hugh. Aileen to look at certificate templates and Elena to draft wording. Mary to advise members of this in the pre-meeting mail out. Toast to Hugh then meeting to close.</p> <p>6. Food. Helen.</p>	
NEXT MEETING	<p>EXEC: 2nd Feb TBC if Wayne available to attend as Aileen and Tim both away. Aileen to advise Megan at hall when she emails her about the AP</p> <p>ASSN: Monday 13th Feb</p>	Mary
NOTICES & REMINDERS	<p>Tim away from 25th Jan and back 31st March but will be on email while away.</p> <p>Coastal News items for Feb and March issues Elena and Helen to confer re this.</p> <p>Meeting finished 9.15. Thank you to Elena for the nibbles.</p>	