

MAPUA & DISTRICTS COMMUNITY ASSOCIATION
Executive Meeting of the Association
Meeting Record and Action Plan

Thursday 25th August 2016

MEETING DATE	25.8.2016	
PRESENT	Elena Meredith, Helen Bibby, Aileen Connell, Tim Hawthorne, Wayne Chisnall	
1. APOLOGIES	Devin Gallagher, Colin Walker, Mary Garner	
	Action	
2. WELCOME	The Chair welcomed the Executive members and thanked Aileen for offering to take on the Treasurers role	
3. FINANCIAL	<p>The following accounts were approved for payment: Secretarial \$150; Facebook Management \$100, Hall Hire \$88, Helen Bibby \$117.77 (AGM expenses), A&M Contracting \$3795 (Dominion Flats work) Aileen/Wayne</p> <ul style="list-style-type: none"> • Nev and Wayne to authorise prior to signatory change <p>It was approved that Aileen Connell should be appointed Treasurer of MDCA (Elena/Helen)</p> <p>It was approved that Mary Garner should be appointed Secretary of MDCA (Elena/Helen)</p> <p>The signatories for MDCA bank accounts need to be changed</p> <ul style="list-style-type: none"> • Wayne to work with Nev to get signatures for deregistration • Aileen to take papers to NSB <p>The FY16 MDCA accounts need to be sent to Incorporated Societies</p> <p>Graeme holds the MDCA members mailing list and this needs to be reconciled with the list of paid up members</p> <p>The MDCA accounting is to be set up electronically and arrangements made for members to pay subscriptions via the internet.</p>	<p>Nev/Wayne</p> <p>Wayne/Aileen</p> <p>Graeme</p> <p>Aileen/Graeme</p> <p>Aileen</p>
4. MDCA Email list	<p>The membership list is the property of the MDCA and is to be kept by the Secretary. Rules for its use need to be agreed and will include:</p> <ul style="list-style-type: none"> • The list will remain with the Secretary but financial members will have access to it for MDCA business • Mailouts must only be used for MDCA business • Mailouts to members must be via Blind Copy (BCC) to protect members privacy 	Mary
5. Constitution and Rules	<p>The Constitution needs to be rewritten electronically</p> <ul style="list-style-type: none"> • Rules to be added for Website, Facebook and Membership lists • During the year the Constitution will be revised to conform with the Incorporated Societies model 	Aileen
6. Environmental	<p>Civil Defence – Does Mapua need a District Coordinator?</p> <ul style="list-style-type: none"> • Elena to ring Russell Simpson to check on TDC links and contacts <p>Dominion Flats – Helen updated on the state of planting and development and undertook to keep in contact with Richard regarding the replanting of the Mapua Drive roadway where the pines and gums have been cut down.</p>	<p>Elena</p> <p>Helen</p>

7. Correspondence	This needs to be picked up from Megan and dropped off at Aileen's house.	Elena (or Wayne)
8. Roads and Pathways	Mr and Mrs Stones are prepared to be the point of contact for the Higgs Road Pathway Project <ul style="list-style-type: none"> Wayne to draft the brochure for distribution to Higgs Road residents 	Wayne
9. Waterfront Park	Elena will discuss waterfront issues with Martyn Barlow Elena to find out from the Rata Foundation who the local representative is in order to secure the current funding for the Waterfront Park development Contact Canopy to determine what tables are available Follow up on the state of development of toilets for the "green space" Determine what the status is on adapting the "Shed 4 fence" <ul style="list-style-type: none"> Can the Community Trust "Acquarium money" be used to fund Graeme's suggested mural? 	Elena Elena Elena Elena Elena
10. September guest speaker	Elena to advise Tim Phillips that his presentation will be limited to 30 minutes	Elena
11. Meet the Candidates meeting	Elena to send the candidates a format for the meeting on the 15 th . This to include the topics that are of interest to the community. The meeting closed at 9:20 Next Executive meeting 29 September	Elena