

## MDCA Executive Meeting

Notes from meeting held Thursday 24<sup>th</sup> August 2017

**PRESENT:** Elena Meredith (Chair), Wayne Chisnall, Marion Satherley, Trish Smith, Naomi Oporo, Tim Hawthorne, Helen Bibby, Aileen Connell, Mike Kinninmonth

**APOLOGIES:** Mary Garner, Colin Walker

**INTRODUCTIONS** All Exec members present gave a brief bio and outlined any special community focus they had.

Elena sought ideas on how Devin Gallagher's huge contribution to the MDCA might be recognised.

**Exec to provide feedback at a future meeting.**

**MINUTES.** That the Association August minutes be accepted to table at the next Assn meeting and the Exec minutes of 27 July be accepted (Helen/ Wayne) **CARRIED**

**SOCIAL MEDIA** Tim was confirmed in his role as manager.

- Tim to continue to contribute to the Coastal News and provide Facebook reports
- Naomi offered to provide backup to Tim
- Naomi and Wayne will provide Tim help with the overview of Facebook submissions
- Tim will aim to update electronic archives back for 3 years

### FINANCIAL

- Current balance: \$27,346.04; General \$2596.08; Dominion Flats \$24,749.96; Aquarium \$1815.00
- Membership 78
- Financial Report:
  - Approvals: Wayne \$40.98 (Wine for David Beatson); Helen \$86.14 (AGM food), \$75.93 (AGM wine); Hall \$34.00 (Bill Marris Room for AED training) – (Aileen/Tim) **CARRIED**
  - Applied for \$4000 from TDC Community fund
  - Marion to take over Elena's 3<sup>rd</sup> signatory role for authorising payments (Aileen/ Wayne) **CARRIED**
  - David Beatson has confirmed that he will review the FY2018 MDCA accounts
  - Annual subscription reminders need to be sent out to the membership
  - It was agreed that honoraria should not be paid to the Chair or Treasurer

### CORRESPONDENCE

- To Mapua Library in support of a TDC Community Services grant application
- Emails to political candidates re the Meet the Candidates Meeting

Any important emails sent by the Exec should be cc'd to info@ourmapua.org (Elena/Trish) **CARRIED**

### EXEC FORMAT AND PROCESS

- **Logo on Facebook and Website**
  - Naomi to send out template with new logo for letters and emails (Tim has done this)
- Tim to advise Megan of the date and time for MDCA meetings
- Aileen to follow up with registering the updated Constitution with the Companies Office
- The **Secretarial** role is too big for one person
  - Trish offered to do the minutes for the Exec meeting and to manage MDCA submissions
- **Association Archives** – we need to consider how we manage these and whether we engage an enthusiastic historian to sift out the important stuff
  - The minutes etc are collected in the "Green Folder" but we might consider using a USB for computer-generated files?

### PORTFOLIOS were confirmed as follows:

- **Social Media** – see above
- **Footpaths and Roads** – Wayne
- **Environment** – Helen, Nev, Gillian Pollock
- **TDC Overview** – Elena to talk to Colin about his availability. Mike is happy to provide backup

- The Waimea Dam will be a major element of this in FY2018
- **Waterfront Upgrade Committee** –Trish is happy to retain this and Mike is prepared to provide support
- **Relationships** – This is a new portfolio that Naomi is happy to explore especially with her interest in the historical aspects

#### **ROADS AND FOOTPATHS**

- Wayne reported that the tenders for all the approved projects will now be going out in August
- The Shed 4 turnaround area at the end of Aranui Road to be added to the portfolio

#### **SOCIAL MEDIA** –see above

#### **WATERFRONT/ WHARF**

- Elena and Wayne gave feedback on their presentation to TDC on the MDCA Waterfront Park and Wharf submissions. We now wait until September for the TDC decision
- MDCA to note the MBA proposal to have a **community bus service**
- **Aquarium Themes funded by Aquarium Fund** – Trish reported that the School did not believe that there was enough time to develop the “Perspex aquarium themed displays” originally envisaged. The children have proposed a “photo frame” marine-focused sculpture capturing some of the aquarium elements. Exec members wondered if the concept might be enhanced by developing a double sided frame perhaps with a water view from one side and a mountain view from the other. **It was agreed that Trish should continue to work with the school to progress the proposal but with the MDCA having signoff on the final design.**
- There has been a proposal to set up a Trust dedicated to raise funds to develop the Waterfront Park
  - A Trust may be better placed to raise funds independent from the MDCA but it is important to continue links to the WPU
  - **Tim to ask the proposers to present their ideas to the MDCA**

**DOMINION FLATS:** Helen to update the General Meeting on progress, plans and funding.

**AED:** Provide an update on the training to the General Meeting.

**SECURITY:** This session is on the agenda for the General Meeting on 11 September. It was agreed that speakers should get 5 minutes each with a Q&A session totalling 45 minutes.

**MEET THE CANDIDATES MEETING:** This has been set up at the Playhouse on Wednesday 6 September from 7-9pm. The MDCA will pay for the advertising.

**SAFE PICKUP FOR SECONDARY SCHOOL BUS:** This will be added to the agenda for the General Meeting

The meeting ended at 10pm (breaking all previous records)

**Next Meetings: Assn 11<sup>th</sup> September; Exec Thursday 28<sup>th</sup> September**