

MAPUA & DISTRICTS COMMUNITY ASSOCIATION
General meeting of the Association

MINUTES 8th May 2017

PRESENT Elena Meredith (Chair), Mary Garner, Aileen Connell, Wayne Chisnall, Helen Bibby, (Exec), TDC councillor Tim King and 19 members.

APOLOGIES: Tim Hawthorne, Nicky McBride, David Mitchell, Martyn Barlow, Tord Kjellstrom, Trish Smith and Crs McNamara & Turley.

WELCOME. Chairperson Elena welcomed members and TDC councillors to the meeting and began by mentioning the submission discussion about the Long Term Plan noting this discussion is to be moved up tonight's agenda to ensure it gets done as submissions are due tomorrow, the MDCA having negotiated an extension.

OPEN FORUM (3 minutes):

- David Jowett. Spoke about speed restrictions on Seaton Valley Road.
- Hugh Gordon added a concern about speed restrictions on Aranui Rd. Meeting agreed that both issues may be discussed later in meeting (see Roads and Pathways).

PRESENTATION SLOT. No formal presentations this month.

MINUTES PREVIOUS MEETINGS- Assn & Exec. Exec notes from the April meeting were TABLED. Moved **THAT** the minutes of the Association's general meeting held on 10th April 2017 were an accurate record of that meeting Aileen Connell/Neville Bibby **CARRIED**

| | | Action & follow up |
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| ASSN RULES & CONST. | <p>Constitution.</p> <ul style="list-style-type: none"> • Motion to change the constitution as previously circulated – (see at end of these minutes). The changes were covered section by section. • Association leaflet drop. Helen Bibby and team thanked for their work with this. Thank you to Jane and Neil from Chocolate Dog for their work designing the leaflet. • MDCA Logo competition. Feedback sought re this. Agreed. Issue to go to the Executive. Discussion about whether Mapua has a descriptor/tag line. • NZ Companies Office MDCA page update. Exec to follow this up. | |
| ROADS & PATHWAYS | <p>Speed restrictions on Seaton Valley. David Jowett spoke more about this issue. Noted the proposed TDC footpath and pathways developments which MDCA is on record supporting, might mitigate this concern. MOVED Neville Bibby SEC. Sara ?Ludhurst (not listed as a member and not signed in on attendance sheets) THAT no further action be taken. CARRIED</p> <p>Aranui Rd speed restrictions. Hugh Gordon spoke more at length on this issue. Tim King commented and some discussion ensued about specific areas on Aranui Rd and changed speed limits. Two motions:</p> <ol style="list-style-type: none"> 1. THAT the MDCA recommends to the TDC that all roads in Mapua village be classified at a 40 Km per hour road. MOVED Graeme Stradling SEC. Neville Bibby. Discussion with several people speaking. CARRIED 2. THAT the MDCA ask the TDC transport manager to reconsider the parking arrangements in respect of safety along Aranui Rd. Moved Gillian Pollock Sec. Neville Bibby CARRIED. <p>Further discussion. Further clarification from Tim King re LTSA requirements seeking a possible national change to urban speed limits. No further action on</p> | |

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| | <p>this so it remains 50 KPH. Discussion about possible signage advising people they are about to enter a village. ACTION. Executive to investigate this option.</p> <p>Update. Wayne gave a verbal update on local paths and crossings. Wayne answered questions.</p> | Wayne Chisnall. |
| COUNCIL FEEDBACK & REPORTING | MDCA submission – TDC Long Term Plan – 30 minutes. The meeting broke into groups to work on submission sheets. Bruno Lemke voiced concerns about the process in reporting submissions to TDC. | Colin Walker |
| MAPUA WATERFRONT & WHARF | <ul style="list-style-type: none"> • Boat Club/Sea Scouts/MDCA combined meeting. Elena spoke about this meeting which had been agreed upon at last month’s meeting. (notes circulated) • Private member motion. Graeme Stradling spoke about the MDCA position in respect of Waterfront Park and proposed a previously prepared motion THAT this Association endorses the Association’s family park and children’s playground as the preferred development option for Waterfront Park and asks that TDC find a different location for any new boat ramp. SEC /John Fountain. Elena invited the meeting for discussion of new information only, noting the issue has been well debated in the past. Several members spoke. Following a count of hands (7/14), the Motion was LOST. Graeme then sought a poll of members, citing his understanding of this requirement under the MDCA Constitution, noting the Association position has not been clearly made. There followed, a robust discussion on the issue of the constitution and requirements around polling, citing the MDCA’s constitutional agreement to be guided by Mark von Dadelszen’s on meeting procedure ACTION Graeme to send an email to the secretary and the Exec will discuss the next step . • Waterfront Park Upgrade Working Group meeting. Excerpts of Trish’s report read to the meeting. Graeme Stradling spoke. Short discussion about paying the Rata Foundation grant money and the treasure’s requirement for invoices. Process to be clarified following the meeting. • Waterfront Advisory Group – Topics for MDCA rep. to take to next WAG meeting.(17May) Report from Trish Smith read to the meeting. • Leases on Mapua wharf – no response received to email sent to TDC. Tim King asked if there could be a response to this email. | Trish Smith |
| | | |
| ENVIRONMENTAL PROJECTS | <ul style="list-style-type: none"> • Replanting Mapua Drive Roadside & Dominion Flats Mamaku Dr. Helen spoke of recent developments and a donation of 200 plants. Next working bee, 2nd weekend in June to plant 2,000 plants. Noted a H&S workshop Neville and Helen to attend. • Dominion Flats update: New noticeboard in situ. Thank you to Chocolate Dog. • Waimea Inlet Forum Report. As circulated • Waimea Dam update. Tim King reported on the next planning meetings. Likely to be later in the year. He will keep the Assn posted. | Helen Bibby |
| FUTURE DEVELOPMENT | No report | |

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| SOCIAL MEDIA | No report | Tim Hawthorne |
| TREASURER | <p>Accounts to be paid: two</p> <ul style="list-style-type: none"> • \$437 Waimea Printing for leaflet printing • \$100 Reimburse to Helen for organising delivery of leaflets. <p>General:</p> <ul style="list-style-type: none"> • Current members now 135 including 3 life memberships, with new membership forms available at the hall. • Current balance AS AT 07/05/2017 = \$19,715.86 comprising. <ul style="list-style-type: none"> ○ General fund \$4,296.40 ○ Dominion Flats Grant \$5,419.46 ○ Waterfront Park Grant \$10,000.00 (have until May 31 to spend) <p>THAT the report be accepted and the invoices be paid Aileen Connell/Helen Bibby CARRIED:</p> | Aileen Connell |
| CORRESPOND. | <p>Inward:</p> <ul style="list-style-type: none"> • Kath Solly re Civil Defence meeting in Mapua on May 17th • Rob Smith re Mapua deep groundwater bore site location <p>Outward:</p> <ul style="list-style-type: none"> • TDC staff and Councillors – Leases on Mapua Wharf motion • Tammy Pegg re AED management in Mapua | |
| GENERAL BUSINESS | <ul style="list-style-type: none"> • AED Discussion. Elena reported on the process re the monitoring and training around AEDs. Two volunteers have offered to assist. Further volunteers may contact the MDCA secretary. • AGM August. Meeting reminded members to consider standing for the Executive. • Civil Defence meeting. As per information circulated. To be held on the 17th May, Mapua Fire Station 12-2pm. Agreed that Helen Bibby would point out to Civil Defence that the time frame would preclude many people attending. | |
| NEXT MEETING | Monday 12th June 2017 7pm Bill Marris Room Community Hall | |
| NOTICES & REMINDERS | | |

Motions relating to changes to constitution for discussion and adoption at May 2017 monthly General Meeting

We move that as part of updating the MDCA constitution to reflect its current structures and operation, the following clauses be altered *moved Aileen Connell and seconded by Bruno Lemke*
CARRIED

Clause 2 – Objectives

2 (d) from”on matters pertaining to the objectives herein”
to” on matters pertaining to these objectives.....”

Clause 6- Chairperson

6 (b) from “ The Chairperson (or in his/her absence the Vice Chairperson) shall preside at all meetings “

to “ In the Chairperson's absence the Vice Chairperson or another Executive member shall preside at all meetings.....”

Clause 7-The Secretary

7(a) from “ the Secretary shall record the minutes of all meetings and all such minutes when confirmed by the next such meeting and signed by the Chairperson shall be the official record of what occurred at that meeting.”

To “ The Secretary shall record the minutes of all meetings. These minutes, when confirmed by the next such meeting (and signed by the Chairperson) shall be the official record of that meeting.”

7© from “....that involve matters as identified in 11e...”

To “ that involve matters as identified in 12e...”

7(d) The Secretary shall send the minutes of the August general meeting and the AGM annually to the Nelson Provincial Museum.

Clause 8 The Treasurer

8(a) from “shall be paid by cheque and in a timely manner”

To “shall be paid in a timely manner”

8(b) from “Two signatures will be required for all payments.”

To “Two signatures/authorisations will be required for all payments.”

New

8© “All payments to be made on behalf of the MDCA will be approved at either the Executive Meeting or the monthly General Meeting “

8 (c) becomes

8(d) From “ The Treasurer shall present a statement of transactions at the monthly General Meeting”

To “ The Treasurer shall present a statement of the status of the bank account at the monthly General Meeting

New 8 (e) The Treasurer will maintain and manage the membership list

8(d) becomes

8 (f) From “The Treasurer shall present an annual audited statement of accounts showing receipts and payments and Association's financial position at the Annual General Meeting”

To “ The Treasurer shall present an annual reviewed statement.....Annual General Meeting”

New Clause 9 Social Media Manager

9(a) A Social Media Manager will be appointed by the Executive

9(b) The Social Media Manager will be a financial Member of the Association

9© The Social Media Manager will be responsible for the management of the Association's website, Facebook page and other digital communications

9(d) The Social Media Manager, along with all members of the Executive, must abide by the rules **Final Protocols and Guidelines for managing MDCA Facebook** as approved by members

Clause 9 now becomes

10 Executive Committee

10(b) from “affairs of the Association in the best interests of the membership in accordance with the objects.”

To “...of the membership in accordance with the objectives [Clause 2 (a) – (d)]

10 (c) from “Objects of the Association “

To “ Objectives of the Association”

10 © from “ removal shall be(of which prior notice was given.....)”

To “ removal shall be(for which prior notice was given....)”

10 © from “ to the right of appeal within 62 days at a General Meeting”

To “ to the right of appeal within 62 days of that General Meeting “

10 (e) from “ ...the Vice Chairperson shall serve until the next Annual General Meeting”

To “ a nominated member of the Executive Committee shall serve...”

Clause 10 now becomes

Clause 11 Subcommittees

11(b) from “from individuals that”

To “ from individuals who ...”

11(f) from “ ...shall furnish regular reports to the Association”

To “ shall furnish monthly reports to the Association”

11(h) new “ all subcommittees are listed ,reported on and members voted into position at the AGM

11(h) from “ deemed to be discharged on the coming into office of a new Executive”

Now 11 (i) To “ Subcommittees will be disbanded by the Executive when they are deemed to have met their objectives relating to the community issue with which they were charged “

Clause 12 – General Meetings

12(a) from “ will be held monthly (currently the second Monday at 7.30pm at the Mapua Hall.....”

To “ will be held monthly February to December at the Mapua Community Hall”

12(d) from “ Special General Meetings ...or by written requisition to the Secretary signed by not less than a quarter of the financial members”

To “ Special General Meetings ...or by a written request to the Secretary signed by not less than a quarter of the Association’s financial members”

Clause 13 Annual General Meeting

13(a) from “shall be held immediately prior to the second regularly scheduled General Meeting following the Association’s balance date”

To “ shall be held immediately prior to the August monthly General Meeting”

13© ii from ii “ Honorarium to be paid “

To “Honoraria to be paid”

13© iv from “ Appointment of a qualified person to audit the Association’s books”

To “ Appointment of a qualified person to review the Association’s books

13© v from “the Executive’s recommendations in respect thereof on matters....”

To “the Executive’s recommendations relating to matters....”

Clause 14 Indemnity of Officers

From “except where such loss or expense arises by reason of that Officer’s, Executive or Subcommittee member’s own ...”

To “, except where such loss or expense arises by reason of those Officers’, Executive or Subcommittee members’ own wilful neglect or negligence..”

Clause 16 Distribution of Assets on Winding Up

From “ The assets of the Association shall on winding up be distributed in such a manner as shall be decided at a General Meeting convened for that purpose except that no member or members shall derive any pecuniary gain from such winding up”

To “ The assets of the Association shall, on winding up, be distributed in a manner decided at a Special General Meeting convened for that purpose. No member or members shall derive any pecuniary gain from such winding up “

Clause 17 Alterations to the Constitution

From “ NO ADDITION OF ALTERATION OF THE OBJECTS CLAUSE (CLAUSE 2) THE PERSONAL PECUNIARY PROFIT CLAUSE (CLAUSE 14) OR THE DISTRIBUTION OF ASSETS ON WINDING UP CLAUSE(CLAUSE 15) SHALL BE BINDING WITHOUT THE APPROVAL OF THE INLAND REVENUE DEPARTMENT”

To “**No addition of or alteration of the following clauses :**

- **Clause 2- Objectives**
- **Clause 15- Personal Pecuniary Profit**
- **Clause 16- Distribution of Assets on Winding Up**

shall be binding without the approval of the Inland Revenue Department “

Clause 18 The Common Seal

From “ The Common seal of the Association shall be held in the custody of the Chairperson and used by the Chairperson only”

To “shall be held in the custody of the Executive and be used by”

Final Protocols and Guidelines for Managing MDCA Facebook MDCA Executive Committee, July 2016

The MDCA Facebook has been established to:

1. Enable information on matters of community interest/concern and positions taken by the Assoc. to be disseminated to a far wider audience and demographic than the paid membership and those who attend monthly meetings.
2. Solicit and receive responses, comments on and involvement in such matters from a wider and more representative cross-section of the community.

MDCA Facebook posting guidelines:

1. A Facebook administrator (the Social Media Manager) will be appointed each year from amongst the members of the elected Executive Committee. There shall be an annual honorarium of \$1200 (\$100 per month) for this position.
2. The Facebook administrator shall post items of community interest – the wider the interest the better.
3. These posts will ask for feedback and comments in order to promote conversation.
4. Submission of reasoned and well written “opinion” pieces is encouraged and these may be accepted and posted after review and editing by the administrator. All such articles will be headlined with: OPINION: [TITLE]; and the author’s name posted at article’s end.
5. Name attribution is required for all submitted opinion pieces but names can be withheld from the actual posting at the Facebook administrator’s discretion (see 10).
6. The Facebook administrator will delete any comments that are offensive, e.g.: racist, misogynistic, profane, or promoting hate.
7. MDCA’s official posts should be clearly identified as such and be “objective” in stance, unless a clear unilateral position has been taken by the MDCA.
8. MDCA resolutions on matters of community interest will be posted after each monthly meeting.
9. 95% of all posts are “generic” (of general community interest) and do not require any outside authorization for the Administrator to post.

10. MDCA Executive Committee will select 2 members (and 1 substitute) to serve as screeners of potentially “controversial” posts. If the Facebook administrator has received any requests for withholding names or has any question about a post (including images) being appropriate for the MDCA Facebook page, he/she should seek confirmation from the 2 screeners (or sub) Exec Comm members.
11. Screeners should have 24 hours to respond yeah or nay or provide edits. If no response is forthcoming, the administrator can use his/her best judgement as to what to post being cognizant of the above guidelines.
12. The Facebook Administrator will report back to MDCA monthly meetings on Facebook feedback received on substantive agenda items