

MAPUA & DISTRICTS COMMUNITY ASSOCIATION

Minutes for EXECUTIVE MEETING

Tuesday 26 March 2019

PROCESS/PORTFOLIO	ISSUE	ACTION
Present	Wayne, Aileen, Helen, Mike, Marion, Elena, Naomi	
APOLOGIES	Trish, Tim	
MINUTES	Previous Exec minutes accepted Marion/Elena Previous Assn minutes – correction of spelling to Te Mamaku to be made to last general meeting minutes	
ACTIONS from previous meeting required	<ul style="list-style-type: none"> 	
FINANCIAL APPROVAL	<ul style="list-style-type: none"> Current bank balance: \$27808.51 Financial Report: General Funds - \$5514.72 Dom Flats \$18062.33 Waterfront \$2561.46 AED \$470.00 Special Project \$1200.00 Accounts to be paid: \$60.00 reimbursement to Helen for potting mix Aileen/Elena Membership Status: 92 Secretarial Honorarium was paid to Jolene for March. Helen to arrange flowers and a card to thank Jolene Honorarium to be held in general funds at present Cash flow for raising awareness of MDCA Other ideas requiring money – ie. Transportation promotion? Project for \$1200.00 donation Noted a price increase for hall rental from \$54 to \$61 monthly 	Aileen
CORRESPONDENCE	<p>Inwards:</p> <ul style="list-style-type: none"> Mapua Hall notification of price increase and lockbox code change Email Aged Concern – membership welcome Email David Scott Re Tamaha Sea Scout leases Email Martyn Barlow – re Mapua Boat Club (MBC) presentation – request June 19 Email Nicki Shepherd & Jamie McPherson TDC – Draft footpath priority list for comment Email Rob O’Grady TDC – Wastewater & pumping station Mapua project map Esther Cameron – Secretary resignation Chris Choat – TDC Newsline & deadline dates Elena Meredith – Local vigil <p>Outwards:</p> <ul style="list-style-type: none"> Email to Martyn Barlow – re change of MBC presentation from April to May Email to Megan at Mapua Hall – re projector system out of action Email to David Scott Tamaha Sea Scouts (TSS) – re leases not covered in management plan Email Aged Concern – confirmation of membership payment Mapua Hall – projector availability Email Jacqui Deans TDC – Future Development Strategy presentation follow up – April 19 David Scott TSS – follow up re Sea Scout presentation June ‘19 Martyn Barlow MBC – confirm June as presentation option 	
COMMITTEE & MEETING PROCESSES	<p>Hot Topic – Apr 2019-</p> <ul style="list-style-type: none"> NN/TSM Future Development Strategy Glen Thorn – Mapua Reserve playground upgrade MWWG – Ngaio Tree Reserve Development plan 	

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	<p>May 19 –</p> <ul style="list-style-type: none"> • Martyn Barlow – Mapua Boat Club update • David Scott – Tamaha Sea Scouts - hopefully including Awatea's experience as a Sea Scout Venturer participate <p>Managing Aprils Hot Topic Guest Speakers</p> <ul style="list-style-type: none"> • How to manage three guest speakers April <ul style="list-style-type: none"> - Written reports provided to be included in April general meeting agenda email - Where possible, digital presentations to be emailed to MDCA by the 1st April so copies can be emailed to membership and posted on facebook to provoke thought prior to the meeting with the hope of assisting a smooth running meeting in a timely manner. <p>Secretary Position –</p> <p>How to advertise –</p> <ul style="list-style-type: none"> - Email membership to ask for applications for secretary – can get info about position from info@mapua.org - Ask Mary/Jolene how many hours the job takes - Ask the hall committee if they could forward names - Advert in Coastal News - Advert on Face Book <p>How to function in the meantime –</p> <ul style="list-style-type: none"> - Marion – Agenda, outward correspondence, prepare doc's for general meeting - Tim – inward correspondence (which he already does a lot of) and file correspondence digitally, list for inclusion in agenda/minutes - Minute secretary - Helen with Elena as backup. Naomi offered for April 8th meeting as both Helen & Elena are away - Discussion on the need for a MDCA owned laptop. Naomi to investigate costs and bring to next exec. meeting. - Also at next exec. meeting – need a conversation about power-based platform storage. <p>Promotion –</p> <ul style="list-style-type: none"> • Locked notice board at bus shelter outside Hall – comment on draft tables and approved. Aileen to get 2x A3 printed • Letter box drops - need to get 1000 copies of above notice at A5 • Need to use logo more • Elena has found group called GK who will deliver within Mapua area at 5c a copy. We need to extend this area to reach a wider catchment. • Online surveys are important but exclude those who don't use computers. Need to use in conjunction with other means e.g. letterbox drops <p>Constitution – Suggested changes at AGM – conversation deferred</p> <ul style="list-style-type: none"> • Remove 'the' in clause 2 d) quote 'pertaining to the these objections' • Amendments to clause 11 c. 	<p>Marion</p> <p>Marion</p> <p>Marion</p> <p>Tim</p> <p>Helen/Elena</p> <p>Naomi</p> <p>Tim?</p> <p>Marion</p>
ROADS & PATHWAYS	<ul style="list-style-type: none"> • Draft footpath priority list: <i>(out of 85 projects ranked)</i> <ul style="list-style-type: none"> - Ranked 2 – Mapua Drive – missing link at #125 - Ranked 5 – Mapua Drive – Pedestrian link to Higgs Reserve - Ranked 11 – Pomona Road – Crusader to just past Pomona - Ranked 18 – Seaton Villy Rd – End of existing path to Dawson Rd - Ranked 50 – Tahiti St – path from 105 to Grossies Point - Ranked 61 – path from 105 Aranui Rd to Stafford Drive <p>Action - Wayne to write to Jamie asking for expected time frames</p>	<p>Wayne</p>

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WATERFRONT & WHARF	MWWG <ul style="list-style-type: none"> Mounds – Handed over to Richard Hilton via Richard Hollier Report on last WWWW meeting – Ngaio Tree Reserve draft plan tables and discussed; to be presented at next general meeting; 	Marion or Mike
PROJECTS	Environmental <ul style="list-style-type: none"> Dominion Flats had donated to them seedlings of titoki and flax – these have been potted up. Continuing weeding. Waimea Inlet - next report at April general meeting Transportation <ul style="list-style-type: none"> Elena reported local group is progressing well and meet tomorrow. Heather Hoad (senior Moments); Vicki Stocker (Hills Community Church); Elena (MDCA); and hopefully a rep from Mapua Health Centre. Elena to collate a list of current available transport options for this area. Planning a flyer and need to consider how best to get feedback from those needing help with transport and other needs as the target group are often not computer savvy. TDC & NCC are keen to view data collected for their own transport provisions data for government Vicki will report back to MDCA General meeting Elena to present proposal to TACA May meeting 	Helen Gillian Elena
FUTURE DEVELOPMENT and TDC REPORTING	Nothing to report	Mike
SOCIAL MEDIA	<ul style="list-style-type: none"> Coastal News – article has been completed and sent for April issue Social Media – nothing to report TDC Newsline – Chris Choat TDC has provided Newsline deadline dates 	Tim
AED sub committee	<ul style="list-style-type: none"> Training – awaiting communication from Jennian Home AED sponsors 	Wayne
RELATIONSHIPS PORTFOLIO	Tasman Area Community Assn (TACA) <ul style="list-style-type: none"> TACA Agenda topics – Marion not able to attend March meeting Moutere Hills <ul style="list-style-type: none"> Naomi volunteered to be liaison person and will go to their next meeting Historical Doc's <ul style="list-style-type: none"> Naomi to try and make contact Wilma Tansley when in Wellington to get copies of relevant historical MDCA records and other data useful for adding to archive. We need to work on creating a history of MDCA. 	Marion Naomi Naomi
SUB COMMITTEES	Water Infrastructure <ul style="list-style-type: none"> Aileen to make contact with Bruno to continue progress with this sub-committee as it is considered an important issue. 	Aileen
OTHER ITEMS	<ul style="list-style-type: none"> Future project – promote knowing your neighbour - item for next exec. meeting 	Marion
	Meeting concluded at 9.15p	
NEXT MEETINGS	Assn Mon 8 April 2019 Exec Tue 28 May 2019	