

From: [Neville and Helen](#)
To: [Marion Satherley](#); ["Mike Mckinninmonth"](#); [Tim Hawthorne](#); ["Wayne Chisnall"](#); ["Trish Smith"](#); [Aileen Connell](#); [elena](#); ["Naomi Aporo"](#)
Subject: minutes of Executive meeting held Tuesday 30th April 2019
Date: Friday, May 3, 2019 1:28:08 PM

PROCESS/PORTFOLIO	ISSUE	ACTION
APOLOGIES PRESENT	Naomi Wayne, Trish, Elena, Aileen, Mike, Helen, Tim, Marion	
MINUTES	Previous Exec meeting – <ul style="list-style-type: none"> Move that these be accepted 	Marion/Aileen
FINANCIAL REPORT	<ul style="list-style-type: none"> Total balance 27,674.43 made up of <ul style="list-style-type: none"> general funds 5440.64, Dominion Flats funds 18002.33 waterfront park fund 2561.46, AED fund 470.00, project donation 1200.00 accts for payment : <ul style="list-style-type: none"> Contract Worx \$2093.29 for work at Waterfront park on mounds reimburse H Bibby \$129.00 for wheelbarrow ,gloves Cash Flow projection looking to be a surplus at end of financial year 	Aileen/Elena
CORRESPONDENCE	Inwards: <ul style="list-style-type: none"> Chris Choat – TDC Newslines & deadline dates Aged Concern Newsletter TDC Water & Wastewater upgrade Update Incorporated Societies – Update Contact Details – NN TSM Future Development Strategy Doc's Mapua Hall Newsletter Jacqui Deans – FDS – following up with names of residents who had issue at MDCA 8th meeting re FDS MHRA – results of their FDS survey Motueka Districts Neighbourhood Support Society Outwards: <ul style="list-style-type: none"> Jamie McPherson – TDC Roding – to ask expected time frames Ken Drake – path linking Higgs & Aranui Rd's Follow up Glenn Thorn re consultation doc's, 2nd follow up request this time including Richard Hollier 	Aileen has done Inc Soc update
COMMITTEE & MEETING PROCESSES	Hot Topic – May 2019 Helen available to do Dominion Flats Presentation June 19 – <ul style="list-style-type: none"> Martyn Barlow – Mapua Boat Club update David Scott & Awatea – Tamaha Sea Scouts July Possibly Elena re progress of project following letterbox drop September ? speaker from Tasman Environmental Trust	Helen

	<p>? update on Community Care project at some stage</p> <p>Bulk emailing –</p> <ul style="list-style-type: none"> • Problems re General meeting Mail out – a number 15+ bounced back. Xtra.co.nz was the worst – wondering whether it has something to do with virus/scam protection with bulk mail outs. How do we resolve? After a bit of questioning it appears it is a common problem with large group mail outs – some use ‘Mail Chimp’ and others use ‘Google Doc’s to share info. • Tim is going to a Mailchimp seminar on Thursday and will report back whether this could be appropriate for us to use. • There was general discussion on what kind of emails need to go out with the monthly agenda. Could we refer to documents that are have been put on our website instead of sending as attachments with the agenda? • Should we use survey monkey for issues that arise? • Also should some of the information be going to a wider audience than just the membership? • thought that there is value in having a membership list, but what do members get for belonging? Need to get more accurate attendance record at meetings. <p>Secretary Position –</p> <ul style="list-style-type: none"> • Advert to be posted on MDCA Facebook and emailed to members • Email from Anita Green – New Mapua Hall administrator who may be interested in the position. <p>Promotion of MDCA –</p> <ul style="list-style-type: none"> • Advertising poster is now on the noticeboard by the bus shelter outside the Mapua Hall • Letter box drop may be distributed by the walking group. Marion will ask Mapua Auto for a quote for printing and will get another in town for comparison. <p>Life Membership – Constitution / Operation Manual</p> <ul style="list-style-type: none"> • Comment on draft text for constitution & Operations Manual <p>Constitution – Suggested changes at AGM Exec to look at Constitution to see if any other adjustments needed before AGM</p>	Marion
ROADS & PATHWAYS	<ul style="list-style-type: none"> • Wayne is waiting for a response from Ken Drake re access across his property 	Wayne
WATERFRONT & WHARF	<p>MWWG</p> <ul style="list-style-type: none"> • The mounds at Waterfront Park are completed but all members expressed disappointment in the finished result. A letter to be sent to Richard Hilton re this • Marion reported on meetings about the Ngaio Tree Reserve Sub-committee making progress, updated plan hopefully available by our meeting on 30th • Next meeting 20th May 	Helen

	<ul style="list-style-type: none"> Marion also reported on a meeting re Grossi Point where John Leydon outlined features it should reflect – birds, seating, calm, peace etc , and things that need addressing – better maintenance and care of shoreline edge. 	
PROJECTS	<p>Environmental</p> <ul style="list-style-type: none"> Dominion Flats – two public planting days have been decided. 26th May and 9th June 9- 12. Meanwhile - work continues. <p>Transportation – and other community issues</p> <ul style="list-style-type: none"> Elena is working with other community groups on a survey that addresses needs by community members with transport, health provisions, support agencies etc and to look to distribute it this month -with responses by email or on paper. Mapua Hall and library willing to receive written responses on behalf of group. Elena to present proposal to TACA May meeting Elena to present to Mouere Hills Assn – yet to be confirmed 	<p>Helen</p> <p>Elena</p>
FUTURE DEVELOPMENT and TDC REPORTING	<p>Mike reported from the TDC engineering report - the Mapua Coastal stage 3 and 4 are ongoing.</p> <p>Mike to ask TDC for population numbers from Appleby Heights to Marriages Rd</p>	Mike
SOCIAL MEDIA	<ul style="list-style-type: none"> Tim reported continuing good following on Facebook page. 	
AED sub committee	<p>Training:</p> <ul style="list-style-type: none"> Motueka Districts Neighbourhood Support Society (MDNSS) training on crime prevention, Personal safety, CPR, operating AED, Civil defence, welfare aspects of fire both rural & house at Mapua Hall, 6.30p on 6th June – Advertise on Facebook with rsvp email contact 	Wayne
RELATIONSHIPS PORTFOLIO	<p>Tasman Area Community Assn (TACA)</p> <ul style="list-style-type: none"> No Rep attendance at March meeting April Meeting dealing with FDS & Annual Plan Elena & Marion to attend May meeting <p>Mouere Hills</p> <ul style="list-style-type: none"> Naomi Volunteered as Rep. Not available April. Marion stepping in. MHRA – FDS survey results - attached MHRA only meet twice yearly <p>MDCA Historical Doc's</p> <ul style="list-style-type: none"> Wilma and Naomi have contacts for each other although Wilma says any MDCA documents she had, she has given to Pat Perry, 	<p>Marion Elena</p> <p>Naomi</p> <p>Naomi</p>
SUB COMMITTEES	<p>Water Infrastructure</p> <ul style="list-style-type: none"> Aileen has emailed Bruno to set up a meeting so both parties are clear re moving forward. 	Aileen
OTHER ITEMS	<p>Mapua Community Care Project</p> <ul style="list-style-type: none"> now making progress 	Marion
NEXT MEETINGS	<p>Assn Mon 13 May 2019 apol. from Wayne, Elena</p> <p>Exec Tue 28 May 2019</p>	

Meeting closed 9.15pm