

# MAPUA & DISTRICTS COMMUNITY ASSOCIATION

Notes from Exec meeting

Tuesday 26 May 2020

		Carried / To action
<b>Apologies</b>	Naomi Aporo;	
<b>Present</b>	Marion Satherley ( Chair) Wayne Chisnall; Aileen Connell; Bruno Lemke; Elena Meredith The resignation of Desiree Dunlop from the role of secretary was received and noted	
<b>Minutes review</b>	The minutes from the May monthly meeting have been circulated to Exec and with amendments were now agreed to be a correct version for the June meeting mailout The process of Exec portfolio holders taking responsibility for feeding back any corrections required in Exec and Monthly meeting minutes was agreed to	Marion/Mike
<b>Treasurers Report</b>	Bank account status: <ul style="list-style-type: none"> <li>Balance- \$8,375 ; General- \$3,189.43 ;Waterfront Park-\$468.17;</li> <li>AED fund-\$722.60; Seating Project Donation-\$1200</li> </ul> No invoices for approval	Aileen / Marion Carried
<b>Correspondence</b>	It was agreed that for the present Bruno will create a correspondence list and Marion will pass on any correspondence received directly by her <b>Inwards:</b> <ul style="list-style-type: none"> <li>Aged Concern</li> <li>Mapua Hall x 3</li> <li>NN Regional Sewerage Business Unit – Resource Consent Renewal</li> <li>Police Reports – 13th &amp; 21st May</li> <li>Steve Elkington TDC – Seaton Villy Footpath</li> <li>Geoff Devine – Exercise Stations</li> </ul> <b>Outwards:</b> <ul style="list-style-type: none"> <li>Geoff Devine</li> <li>TACA – support of shovel ready project</li> <li>David Martin - MWWG Chair – TDC Streets for People Survey</li> <li>MDCA membership – TDC Streets for People Survey</li> </ul>	Marion Bruno
<b>Roads and Pathways</b>	<b>Māpua Ferry support proposal</b> <ul style="list-style-type: none"> <li>Wayne reported that Cr McKenzie had checked out ( as requested) the possible use of the “ gold card” for this – not available . TDC will keep trying for the NZTA subsidy for the 2021 – 2024 period</li> <li>Agreed that Wayne would write to NZTA supporting this subsidy and citing its current application to ferry services in Auckland and Wellington</li> </ul> No further progress on other projects	Wayne
<b>Māpua Waterfront Working Group (MWWG)</b>	Feedback from meeting on 17/2 <ul style="list-style-type: none"> <li>Noted the possible delay to the Ngaio Reserve development as a result of COVID 19 restrictions</li> <li>Friends of the Waterfront Group are withdrawing their participation from MWWG</li> </ul>	Marion

# MAPUA & DISTRICTS COMMUNITY ASSOCIATION

Notes from Exec meeting

Tuesday 26 May 2020

<b>Environmental</b>	<p>No items for attention received on this portfolio</p> <ul style="list-style-type: none"> <li>Bruno will contact Helen Bibby to ask for wording for MDCA webpage post promoting community participation in the June Community Planting Day with details of times etc</li> <li>Bruno will contact “The Wee Design Crew” re creating a new link on the Webpage called “Our Area”</li> </ul>	<p>Bruno</p>
<b>Community Transportation &amp; Well Being</b>	<p><b>Operations manual</b> It was noted that this portfolio is currently not included in the MDCA operations manual and that a section on this needs to be provided Elena agreed to write this up</p> <p><b>Community Connections</b> <i>The Community Hub</i></p> <ul style="list-style-type: none"> <li>The working group is now actively researching the options around using and adapting an already existing Trust Deed as the legal financial basis as well as exploring models of how the “Old Church” could be the venue for such a hub</li> <li>Community response to the draft objectives positive</li> <li>Health &amp; service groups contacted were interested in the option of holding clinics in such a local venue</li> </ul> <p><i>Community Directory</i></p> <ol style="list-style-type: none"> <li>A quote from the Wee Design Crew for the Webpage development necessary for hosting the directory of \$180.43 was presented and recognized as being very reasonable</li> <li>The draft project brief was discussed and it was agreed that we needed to clarify: <ul style="list-style-type: none"> <li>the number of hours involved in collecting and correcting data</li> <li>the actual clubs, groups and services to be included</li> <li>the categories to be used – such as transportation ; wellbeing ; education</li> </ul> </li> </ol> <p>It was agreed to put the following motion to the June monthly meeting : “that MDCA apply to the Māpua Community Trust for \$1,000 to enable the development of an online Community Directory “</p> <p><b>Transport :</b></p> <ul style="list-style-type: none"> <li>A team of local drivers is going through the police vetting process and meeting to discuss possible models for how the service could work</li> </ul>	<p>Elena</p> <p>Vicky Stoker</p> <p>Elena</p> <p>Marion/ Aileen</p> <p>Elena</p>
<b>Social Media</b>	<p>The need for a back-up support for this role, particularly in relation to Facebook postings was re-stated</p> <p><b>Review of Facebook policy:</b></p> <ul style="list-style-type: none"> <li>It was agreed that Nos 1&amp; 6 of the posting guidelines would be removed and that No 11 would be revised in relation to the withholding of names</li> <li>It was agreed that Administrator has sole rights to block “inappropriate postings” . In terms of uncertainty re a specific posting , the Chairperson and one other would be consulted</li> <li>Bruno will revise and resubmit these guidelines</li> </ul>	<p>Bruno</p> <p>Bruno</p>

# MAPUA & DISTRICTS COMMUNITY ASSOCIATION

Notes from Exec meeting

Tuesday 26 May 2020

	<p><b>Mailchimp guidelines</b> Those presented by Bruno were agreed to</p> <p>Bruno asked Portfolio holders to ensure that their Reports would submitted 8 days before the monthly meetings</p> <ul style="list-style-type: none"> <li>Bruno will check that that guidelines relating to both Facebook Policy and Mailchimp guidelines are included in the Operations Manual</li> </ul> <p><b>Web page programmes</b> Noted that John Fountain is removing his programmes which were used for setting up the Website It was agreed to take the following motion to the June monthly meeting for approval: Moved that MDCA would purchase WordPress “Educational Theme” @ \$60(US) to set up this style of website</p> <p><b>Monthly meeting future format</b> June would be the first of these combined present/ZOOM meeting format and possible formats for this were discussed . It was agreed that :</p> <ul style="list-style-type: none"> <li>the Hot Topic presentations would be videoed and streamed on Facebook as per usual</li> <li>the camera will face those present while for ZOOM participants (all paid up members) their profiles ( in the meantime will be seen only by the Chair and Social Media person who will notice when they wish to contribute</li> </ul>	Marion
<b>Relationships</b>	<p><b>Projects</b> <i>Archiving of Historical Documents –</i></p> <ul style="list-style-type: none"> <li>The project brief has been circulated and amended</li> <li>Elena noted that she has the name of a community member who could be interested in this project and will forward it to Mike</li> </ul> <p><i>Interviews of Long-term residents</i></p> <ul style="list-style-type: none"> <li>Technicalities of recording have been discussed with Tim Hawthorne who recommends using camera Mike will circulate a list of potential interviewees for comment/approval</li> <li>A letter to potential interviewees has been drafted- permission forms will be needed</li> <li>Marion Satherley has indicated an interest in interviewing and is willing to do this at no cost</li> <li>Editing – Mike will contact Cleave Shearer re possible candidates for this task</li> </ul> <p><b>TACA-</b> noted that will be holding second meeting by ZOOM with Bruno’s technical support</p>	<p>Mike</p> <p>Elena</p> <p>Mike</p> <p>Marion</p> <p>Mike</p>
<b>Water</b>	Bruno noted the need to include a section on Water inundation in the LTP submission . He will provide this to Marion by Thurs 28 May	Bruno
<b>Māpua Reserve Playground.</b>	Nothing to report	

# MAPUA & DISTRICTS COMMUNITY ASSOCIATION

Notes from Exec meeting

Tuesday 26 May 2020

<b>Projects</b>	<p><b>Public seating update</b></p> <ul style="list-style-type: none"> <li>• Approval has been gained from all property owners where seats are to be located – waiting for level two before further progress can happen</li> <li>• Contact the Motueka High School re possibility of school undertaking concrete bases for community seating project.</li> <li>• Desiree has agreed to co-ordinate the installation of the concert slabs</li> <li>• Future possibility (if funding available) for the replacement of a seat along Old Mill walkway that was damaged &amp; removed after cyclone Fehi.</li> <li>• Progress currently on hold due to covid 19 lockdown</li> </ul> <p><b>Leaflet drop 2 and 3 –</b> 2nd Flyer ready for printing ; Aileen will get a quote from Waimea Print for 1600 copies</p>	Aileen
<b>General Business</b>	<p><b>1 Exercise stations</b> Geoff from Devine Fitness suggested two options for accessing these Tahuna Beach equipment – strip these down and provide new bearings or purchase new <b>Marion</b> will check with NCC re their plans for this equipment</p> <p><b>2 Local map</b></p> <ul style="list-style-type: none"> <li>• Lani Evans ( TDC) is looking to update the local map</li> </ul> <p><b>3 Tasman Great Taste Trail</b> Agreed that Marion would write to them ( with accompanying photos from Aileen) suggesting that the track from ‘chaytor reserve to Tait Street either not be used as part of the trail or be cleaned and cleared up so that it is accessible for biking and walking Janet to forward map of the Trail to Bridget Ryan so that Cycle Trails can be updated</p> <p><b>4 Māpua Hall –</b> Sue Lockhard responding to letter from MDCA re Tord’s suggestion that the 2 committees combine- asking for clarification as to what this might entail and mean</p> <p><b>5 Long Term Plan</b> Marion highlighted the areas to cover noting themes and comments received to date Exec members asked to provide comments to her by May 28<sup>th</sup> ; Bruno will collate and post the responses via Mailchimp May 28 encouraging people to feedback and also make their own submission</p>	<p><b>Marion</b></p> <p><b>Marion/ Aileen</b></p> <p><b>Bruno</b></p>
<b>Future Hot Topic’s</b>	<p><b>Confirming calendar –</b> June –no topic planned July – possibly RCIT on sculpture project ; TBC August -</p> <p>Note that Exec reports for June meeting to <b>be with Bruno by May 31</b> <b>Meeting Closed 8.50pm</b></p>	All members
<b>NEXT MEETINGS</b>	<p><b>Assn</b> 8<sup>th</sup> June 2020 <b>Exec</b> 23 June 2020</p>	