

Maitahi Outrigger Canoe Club Meeting



Date: 12th March 2019

Time: 7:00pm

Present: Charmaine Payn (President), John Young (Vice President), Jess Brown (Treasurer), Kilmeny Stephens (Secretary), Katie Thurston, Jeff Neilson, Bex Malthus, Robyn Dewson

Apologies: none

Agenda:

- **Apologies**
- **Minutes** from the previous meeting
- **Matters arising**
- **Financial report**
- **Correspondence**
 - DOC – new approach for beach clean up
- **General Business**
 - Incident reports
 - Health & Safety
 - Gear & Maintenance
 - Review of Club Rules
 - Cultural Approach
 - Insurance
 - Rangatahi
- Club-wide meeting
 - Activities
- Membership
- Events Review
 - Lakes Race debrief – when?
 - New trophy for W6 senior master men
 - Weetbix Tryathlon, Fundraiser (Fri 1 Mar)
 - Marchfest, Fundraiser (Sat 9 Mar)
- Upcoming Events
 - Strategic Plan (Sat, 23 Mar)
 - Topics and preparation
 - Have a go day! (Sun 24 Feb)
- **Any other business**
- **Close of meeting**

Accept Minutes

Minutes from the previous meeting were read.

Kt proposed that this was a true and correct representation of last month's minutes. Bex Seconded.

Matters Arising	Discussion	Action
N/A		

Financial Report	Discussion	Action
Trailer Registration	Address needs to be updated	Jess to do this
Steering Course	One person signed up late, and still needs to be paid.	
Rangatahi Tshirts	Decided to pay John via an invoice. There have been a number of people paying for them, as we had hoped.	Jess to supply numbers
Refund	To Greg Buck, as 70+ fee is \$30, not \$80.	
Race entry fee	Jan's regional fee payment of \$10 was paid to us, but apparently should have been cash on the day, so we need to refund it.	
Payments	Jess proposed payments be approved. Bex seconded.	Jess make payments

Lakes Race	Discuss funding at debrief Apr 16 th . Don't have final figures yet. John provided receipts to Jess for items already reimbursed.	Jess provide TEHA summary for 16 Apr
	Char proposed the Treasurer's report as true and complete record. Jeff 2 nd . Passed.	

Correspondence	Discussion	Action
Dept of Conservation	New approach for beach clean up. Summarised email. Kt proposed we adopt Haulashore, John 2 nd . At Raglan last year they kept records of what was collected as part of a world beach clean-up day, and will use information to see what ends up on beaches.	Kt and John will follow up and report back

General Business	Discussion	Action
Incident reports	None reported.	
Health & Safety	When we were doing capsizes, we were all using different language, so Bex & Kereama have put together a recommended guideline for next steerer's meeting. Still putting together an incident reporting form. Reiteration that only Level 2 or 3 Steerers can take out a waka, not Level 1. Update list in shed – Bex is doing this. Bex to prepare safety procedure for OC2s.	Bex carry on with H&S tasks.
Gear and Maintenance	Lashings have been bought. Some Covers are ripped and need to be fixed. <ul style="list-style-type: none"> - Options are Peter Bowater or Morrisons. - Why do we have the covers? Protect from UV light. - Jeff to take one to Peter Bowater to get a quote for a new one. - John to take one cover to Pearl for a quote for repair – buckles and rips. Rudders have been done, and ama fixed. Have 3 spare rudders available for OC2s.	Get quotes for fixing or replacing covers.
Review of Club Rules	Work in progress	Robyn to continue.
Cultural Approach	Not discussed	n/a
Insurance	Not discussed	n/a
Rangatahi	Requested that booking be added to Teamer Also – have a list of paddlers who are out on the water left in the shed	

Club-wide meeting overview	Activities Consider Rabbit Island again	
Membership	88 including Rangatahi. Erica, Kendall, Tracy.	Kilmeny > Welcome in newsletter
Events Review	Tuna E Hoe Ana: debrief planned for Tuesday 16 th April, Anchor Bar & Grill, 5:30pm. Unfortunate event - Trophy has gone missing – was not contested. W6 Senior Master Men. Kt would like to involve Rongomai in a replacement process. Use the \$500 tagged fund. Approved.	
Events Review	Weetbix tents \$1000 + GST. Jess to prepare an invoice, so that process does not take too long to get paid. Identify things to tag them for at the Strategic Meeting	
Events Review	Marchfest \$1250 + GST. Tricky coordination because of facebook changeover.	
Upcoming Events	Strategic Plan (23 Mar, 11-1pm) Add to newsletter – stay tuned about details for Strategic Plan in a separate communication. If they're unable to make it, please contribute in a more detailed way. Use template from Te Waka o Aoraki Send these out for members to read first: waka ama nz strategic plan, TE waka o aoraki strategic plan.	Kilmeny > newsletter
Upcoming Events	KP Memorial Challenge, 17 Mar Plan to take 1 waka and up to 12 people. Damian agreed to coordinate Sunday Social Paddle.	
Upcoming Events	Halberg Trust, 17 Mar Justin sent email to Char - disable children and adults wanting to give Waka & SUP a go. Kereama has agreed to help. Between 10 & 2pm.	
Upcoming Events	Portage, 8 June. Later than usual. Use this as the top of the south series. Kt had so many people ask about that she put it out on Wednesday for 6pm. Paid to them directly, they'll send a receipt, that needs to go to Char, then she'll reserve the waka.	
Any other business		
Fundraising	Julie not comfortable talking to S&F about pub quiz. John happy to go talk them.	
New Steerers	Celebrate the new steerers, the boathouse not really available this week. Suggest 22 nd March, 6pm at the Boathouse.	Kilmeny > newsletter
Have a go day	Agreed not to have this event this year	
Facebook	Paid page – for membership, looking for a paddler etc.	

	Other page is for national events etc.	
Toilets at Tahunanui	John – meeting Toilets at Tahunanui. Jock's running it. Mainly SUP people. Looking at designs. Resource Consent. Ecology side, water efficiency. 400 people a day use them. Push is to get better changing facilities. Unisex toilets?	
Water sports facility	No news	
Moving on from Social Sundays	Some people want to move on from social Sundays. Update page with steerers & times of week. & Kilmeny send 70+ list of ladies to John.	Kilmeny to prepare & send to John to put in shed.

Actions List from Previous Meetings

Date	Topic	Previous Meetings	Actions
Aug 17	Major Incident Info	Updates proposed and agreed on	Kilmeny to update and put in shed
	Update SOP	Tony's sent suggestions for Safe Operating Plan to remove "steering areas" from map as no longer relevant	Kilmeny to update and put on website
	Update Weblinks	From John: It's never too late to start paddling 70 <> Masters. Orange flare video – doesn't work	Kilmeny/Jan to update on website

Meeting finished: 8:39 p.m.
Next committee meeting: 9th April 2019

Signature

Date
