

Maitahi Outrigger Canoe Club Meeting



Date: 12th November 2019

Time: 7:00pm

Present: Charmaine Payn (President), John Young (Vice President), Kilmeny Stephens (Secretary), Raewynn Jenkins (Treasurer), Katie Thurston, Jeff Neilson, Dean Young, Robyn Dewson (late)

Apologies: Jenni Bancroft

Agenda:

- **Apologies**
- **Minutes** from the previous meeting
- **Matters arising**
- **Financial report**
- **Correspondence**
- **General Business**
 - Incident reports
 - Health & Safety
 - Date for Steerer's meeting?
 - Revision of Safe Operating Plan
 - Waka towing exercise – John/Rosie @ Coastguard
 - Gear & Maintenance
 - Skirt for Mangopare
 - Club Rules
 - Strategic Plan
 - Cultural Approach
 - Fundraising Team
 - Insurance
 - Rangatahi
 - Membership
 - Sea Sports Alliance
 - Ramp fees & stickers
 - Events Review
 - Paddlefest – Sat/Sun 26/27 Oct (Labour Weekend)
 - Sustainable Coastlines beach clean-up 27 Oct
- Ngāti Apa kit e Rā Tō Waka Tangata – 1-3 Nov
- Upcoming Events
 - Waka Te Tasman – Fri/Sat 15/16 Nov
 - Cider Fest – Sat 16 Nov
 - Tuia250 - Picton 22 -24 Nov
 - Corrina Gage Sunday Workshop – Sun 1 Dec 9am-12pm (book 4xW6 Waka)
 - Christmas Party – Sat 21 Dec, 4pm onwards at Marina (Kt & Gina to organise)
 - Sustainable Coastlines beach clean-up dates 26 Jan, 3 May
 - Tuna A Hoe Ana/Lakes Race – Fri/Sat 7/8 Feb
 - Long Distance Nationals – 24-26 April
- **Any other business**
 - Secretary understudy
 - Tasman Bay Guardians Presentation 31 Oct.
 - Request from Aunties for logo to go on their t shirt.
 - Unpaid members representing at National event
 - Uniform
 - Pub Charity
 - Flare Days
- **Close of meeting**

Accept Minutes

Minutes from the previous meeting were read.

Char proposed that this was a true and correct representation of last month's minutes. John seconded.





Matters Arising	Discussion	Action
None	None	

Financial Report	Discussion	Action																					
Account at SBS	<p>Raewynn has access to account now – thanks to everyone for going into SBS and signing. Refer to treasurer's report. Pass through income – is for Waka Te Tasman. Will be amended to adjust for later payments. GST is due up to end of October.</p> <p>Char proposed the Treasurer's report be accepted, Dean 2nd.</p>	n/a																					
Payments for Approval	<table border="1"> <thead> <tr> <th>Payment Description</th><th>Amount (\$)</th><th></th></tr> </thead> <tbody> <tr> <td>Refund overpayment</td><td>\$36.00</td><td></td></tr> <tr> <td>Refund Overpayment</td><td>\$100.00</td><td></td></tr> <tr> <td>GST Return</td><td>\$379.23</td><td></td></tr> <tr> <td>John Young</td><td>\$150.36</td><td>Burnsco, Anchors for racing buoys</td></tr> <tr> <td>Aon</td><td>\$2503.51</td><td>2019-20 quote</td></tr> <tr> <td>Waka Te Tasman</td><td>\$1680.00</td><td>Fees collected from our club</td></tr> </tbody> </table> <p>Payments approved for payment. Char 1st, Dean 2nd.</p>	Payment Description	Amount (\$)		Refund overpayment	\$36.00		Refund Overpayment	\$100.00		GST Return	\$379.23		John Young	\$150.36	Burnsco, Anchors for racing buoys	Aon	\$2503.51	2019-20 quote	Waka Te Tasman	\$1680.00	Fees collected from our club	Raewynn make payments.
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Correspondence	Discussion	Action
None		

General Business	Discussion	Action
Incident reports	None	n/a
Health & Safety	<p>Dean to book a Steerer's meeting, include in newsletter to all, then reminder to all Steerer's closer to the time.</p> <p>Dean has some suggested updates. Weather conditions – if rough then whole crew should have already done a huri. He'll write this up. Open to any comments.</p> <p>Dean to remove bad PFDs.</p> <p>Waka towing exercise. Nelson Coastguard is interested in following this up. Provide H&S officer & President & VP contact info to them.</p> <p>Char introduce John to Dave Gunther at Waka Te Tasman.</p>	<p>Dean to update and send draft to committee and steerers.</p> <p>John send contact info to Rosie.</p>
Gear and Maintenance	<p>Mangopare skirt. Jeff happy to go back to Andy at Scott & Williams.</p> <p>Char thought another way forward would be contacting presidents up in Moananui area.</p>	Jeff to follow up.

Review of Club Rules	<p>Robyn provided amended rules which were previously circulated. Also checked with Tony that they are ok, he said they were. Robyn to make changes to whole document. Call a Special General Meeting – here are the changes. Propose 21st December. We have reviewed the suggested changes, Tony has had input, he's happy. Now Committee is calling a SGM on 21st December so that the club can adopt the revised rules.</p>	Robyn to send revised copy to Kilmeny.
Strategic Plan	<p>Short term goals to July 2020</p> <ul style="list-style-type: none"> - Replace Mangopare skirts <ul style="list-style-type: none"> o In progress, see above - Test life jackets and replace if necessary <ul style="list-style-type: none"> o In progress, see above - Purchase more adjustable adult's paddles <ul style="list-style-type: none"> o John talked to Rob Smith at Kialoa and found how to adjust the paddles we've already got. Confirm current inventory and requirements. o Ensure event checklist for paddles and pdfs. - Purchase OC1 - Purchase or arrange rental of additional oc6, to allow 5 x oc6 to go out if needed <ul style="list-style-type: none"> o Carmel has one we could maybe borrow. Jeff to follow up. - Apparel- add hoodie or soft shell to our merchandise <ul style="list-style-type: none"> o Kt, Mars & Char working on this. - Coaching pathways <ul style="list-style-type: none"> o Vesna workshops well attended. o Corrina OC1 and Beginner workshops on 1 Dec 	Kilmeny add summary to newsletter
Cultural Approach	Command lists have been updated, however they have disappeared. John has talked to Kiri about more copies.	
Fundraising Team	<p>John, Jenni, Paula, Kt.</p> <p>From Jenni via Kt:</p> <p>Meeting held on 13th October.</p> <ul style="list-style-type: none"> • application in with Mainland for \$5720 requesting funds for accommodation and boat hire for Regionals, Nationals and Takapuna Cup (Powaiwai, Nga Manu, Jan, Greg). • prepared and submitted an application to The Southern Trust which was declined yesterday due to no longer having gaming machines in Nelson. • Things to consider going forward - a template of what information teams need to provide when requesting funding. • Could you ask if there are teams approaching businesses for sponsorship? • Request for Committee to provide info about what they have applied for. Pub Charity application was for \$2000 for Triple 1 Care and Support Boats. <p>Meeting 7am tomorrow morning to discuss further.</p> <p>Dean to find out who preferred suppliers are for Sealords.</p>	

	<p>Paula has resigned due to other commitments. Jenni has done a huge amount of work to prepare info and submit applications.</p> <p>Robyn has given list of applications options to Jenni. Need to do monthly applications eg to Pub Charity. Send same information each time. Char feels like they've missed out on a lot of applications, so is this the right approach? Answer - have focussed on club first, now concentrating on team funds. Kt asked Robyn to resend the list of dates.</p> <p>Aunties funding has come through, \$2500 from Network Tasman. Also \$75 sales and a \$200 donation.</p> <p>Robyn has not found info from Waka NZ yet. Lara will be at WTT.</p>	
Funding letter for Southern Trust	<p>Maitahi Outrigger Canoe Club Nelson</p> <p>4th November 2019</p>  <p>To whom it may concern,</p> <p>This is certified as a true and correct record of the resolution.</p> <p>By email exchange of the Maitahi Outrigger Canoe Club committee on November 4th, 2019, the Society resolved to apply to the Southern Trust for a grant of \$6316.85 towards the cost of coaching, travel, and uniforms.</p> <p>The Society authorises Jenni Bancroft (Fundraising) and Charmaine Payn (Chairperson) to apply on behalf of the Society.</p> <p>Kind Regards</p>  <p>Kilmeny Stephens Secretary Maitahi Outrigger Canoe Club</p>	
Funding letter for Mainland Foundation	<p>Maitahi Outrigger Canoe Club Nelson</p> <p>4th November 2019</p>  <p>To whom it may concern,</p> <p>By email exchange of the Maitahi Outrigger Canoe Club committee on November 4th, 2019, the Society resolved to apply to the Mainland Foundation for a grant of \$5720 towards the cost of accommodation and boat hire.</p> <p>MOCC authorises Jenni Bancroft (Fundraising) and Charmaine Payn (Chairperson) to apply on behalf of the Society.</p> <p>Kind Regards</p>  <p>Kilmeny Stephens Secretary Maitahi Outrigger Canoe Club</p>	
Insurance	Due in November. Will be paid this evening.	
Rangatahi	Ticking along. Have a crew entered in to Waka TE Tasman.	
Membership	95 current members. Add new ones to newsletter. Karen Driver, Marlene Fawcett, Tina Tsinas, Lydia Edmonds, Summer Satherly, Ulla von Ammon, Shaun Cunningham, Shelley Paul, Gilly Booth. 104 total.	Newsletter.
Sea Sports Alliance	John: Peter Barrett used to have an arrangement with the Marina and Council that club paid 'a ramp fee', and stickers on their cars	Newsletter.

	to show that we have paid. John offered to talk to Marina manager. Committee decided to leave this for the moment, but to follow up in future if required. Sea Sports Alliance meeting next Tuesday.	
Events Review		
Paddlefest 26 & 27 Oct	Awesome. Lots of attendance and good results. Jan won the paddleboard spot prize.	Kilmeny > Newsletter
Sustainable Coastlines 27 Oct	Was held Sunday 27 th as Ben Knight is not allowed to work on Public Holidays (Labour Day). Also had Freya from Tasman Bay Guardians join us. Collected 25kg of rubbish, 3kg plastic, the rest construction wood and concrete etc. John & Kt talking to Matt Lawrey about stats. Northerly wind came up quite strongly so was a challenging paddle back carrying the rubbish.	Kilmeny > Newsletter
Ngati Apa Waka Tangata launch 3 Nov	Was an awesome event to participate in. Had 20 people sign up to attend, then not as many showed up. Only six for unloading on Sunday. Otherwise wonderful manaakitanga.	Kilmeny > Newsletter
Upcoming Events		
Waka Te Tasman 15 & 16 Nov	Dean can tow 1 & 2 trailer, and Kereama will tow oc6. Towing fee – total people divided by cost of \$200. Enter through club rep \$45/person. Email Char & put \$ in bank account. Need to do a compulsory Huri practice ahead of time. Send an email to Char when complete. 1 men's crew, 1 mixed, 3 women's, 2 x OC2s, rangatahi x 2 or 3. Maybe 2 x novices.	Kilmeny > Newsletter
Cider Fest 16 Nov	6 people from club \$500.	
Tuia250 22 Nov	11 crew signed up so far. Plan to take two waka. On Thursday 21 st , the Waka and Endeavour replica will be met out in the sound. It is ok for us to go over there on the Friday 22 nd November and meet the flotilla. Jeff volunteered to organise this. There is also an invitation to the public to visit the boats on the 23 rd and 24 th Nov.	Jeff organise
Corrina Gage workshop, 30 Nov & 1 Dec	Kt suggested that Sunday Steerers have complimentary attendance paid. National trainer, this would be a good opportunity for a consistent message to be shared. Damian, Dean, Jeff, Kilmeny, Evan. Also a suggestion that it's open to all steerers, including Rangatahi steerers. Cost is \$20 each for 20 people. After some discussion, agreed that everyone would pay for themselves.	
Christmas Party 21 Dec	Kt talked to Gina about this, and she's happy to help. 4pm at gazebo, Raewynn to bring music. Alcohol allowed until 9pm.	

Sustainable Coastlines 26 Jan	Next date planned.	
Tuna A Hoe Ana/Lakes Race 7 & 8 Feb	Subcommittee meeting last night. Propose that we purchase 100 medals for no more than \$1200. John 1st, Raewynn 2 nd . Considered water resistant waist bags. \$25 or \$35. John to check if we can sell these.	
Long Distance Nationals 24, 25 & 26 Apr	Will be discussed at TWOA agm. Char will go to AGM. First aid is in hand. The new building in Picton is coming along really nicely. Three courses to avoid the ferries. Mike Beech is doing the course, Char paddled around today.	
Any other business		
Secretary understudy.	Start talking to people.	
Tasman Bay Guardians	<p>Kilmeny attended the two presentations: Pete Lawless, Top of the South Biosecurity and Stu Robertson, owner of Tasman Bay Eco Tours.</p> <p>Pete Lawless talking about biosecurity: Hull fouling and ballast is OK in general. 500 boats, 500 structures checked every year, starting 16 Dec for summer. Getting worse in Nelson, Tasman. Probably due to lack of facilities for hardstand.</p> <p>Fan worm - can't enter Marlborough if fouling is there. Can't just get rid of them, because they can release spores. NCC plan - every 6 months for structures. Cawthron is investigating how to keep pontoons clean.</p> <p>Stu Robertson talking about Tasman Bay Guardians. Lots of birdsong and terrestrial efforts. 2019 looking at the marine environment. Issues they are most concerned about</p> <ol style="list-style-type: none"> 1. Sediment, runoff - Water clarity hasn't recovered after Gita... 2. Damage to benthic habitats 3. Reduced biodiversity due to over exploitation. 4. Protection of taonga species – download Hector's dolphins sightings app if you're interested 5. Protection of fresh water eco systems 6. Marine clean-ups 	
Aunties request	Can they use logo on their personal shirts? Char to check her notes, because we said no to a crew in the past. Char to reply no. Keep logo for club apparel.	
Unpaid members?	Member of Penny's crew that hasn't paid. Julie is affiliated through Onetahua, asking if she can have a reduced fee. Answer is they have to be a paid member.	
Uniforms	Examples done by probrands. Char brought in examples. Get price for all three – fleece, subliminated and windproof/raincoat.	

Flares	John to talk to NMIT about another date.	
Towing	Request to approve payment for towing to Lake Rotoiti. Agreed that club would pay for this, not reimbursed by attendees. Robyn make a motion that we pay Kereama \$236.21. Kilmeny 2 nd .. Towing to Waka Te Tasman \$200 cost of trailer, split by all attendees.	

Meeting finished:

9:19 p.m.

Next committee meeting:

10th December 2019

Signature

Date
