

# Maitahi Outrigger Canoe Club Meeting



**Date:** 10<sup>th</sup> March 2020, Waimea College.

**Time:** 7:00pm

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

**Apologies:** Katie Thurston.

## Agenda:

- **Apologies**
- **Minutes** from the previous meeting
- **Matters arising**
- **Financial report**
- **Correspondence**
  - Pete Bywater
  - Brendyn Montgomery
- **General Business**
  - Incident reports
  - Health & Safety
    - Towing Exercise
  - Gear & Maintenance
    - UHF Radios
    - Tow Ropes
    - Skirt for Mangopare
    - Tuhirangi repair
    - OC2 Te Wairua o Te Kawau repair
- Strategic Plan
- Cultural Approach
- Fundraising Team
- Insurance
- Rangatahi
- Membership
- Sea Sports Alliance
- Events Review
  - Coastguard Towing Exercise – Sat 22 Feb
  - Weetbix Tryathlon – Thu 5 Mar
- Upcoming Events
  - Marchfest – Sat 14 Mar
  - Long Distance Nationals – 24-26 April
  - Sustainable Coastlines – 3 May
- **Any other business**
  - Buoys in the haven for sprint practice
  - BurnsCo Club Card
- **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 meeting, with amendment as per Matters Arising. Robyn seconded.

Matters Arising	Discussion	Action
Minutes 18 Feb 2020	Amendment of amount for TEHA BBQ from \$525 to \$464.40, due to counting error.	

Financial Report	Discussion	Action
Provided at meeting.	<p>Treasurer report, Cash Summary and Profit and Loss – Raewyn has created this to make it more obvious what's going on. Will send a spreadsheet with all information on it when it is finished. Can't put notes into Xero, but can track separately in a spreadsheet.</p> <p>Still working on summary of TEHA costs and expenses, as don't have all amounts paid in yet.</p> <p>Robyn suggests we put together a policy for how we spend our money, eg a gift for a club member. How should we acknowledge life events? Robyn to put together a draft.</p>	Robyn put together a draft policy.

Notes	John proposed the Treasurer's report be accepted, subject to the committee seeing the updated Tuna e Hoa Ana financials a.s.a.p. Robyn 2 <sup>nd</sup> .																									
Payments for Approval	<p><b>Maitahi Outrigger Canoe Club</b></p> <p>Treasurer Report 10<sup>th</sup> March 2020</p> <p>Payments for Approval</p> <table border="1"> <thead> <tr> <th>Payment Description</th><th>Amount (\$)</th><th>Notes</th></tr> </thead> <tbody> <tr> <td>Katie Thurston</td><td>\$50.00</td><td>Mite 10 gift voucher</td></tr> <tr> <td>Reimb Greg Buck</td><td>276.00</td><td>Wrong account</td></tr> <tr> <td>Land Transport</td><td>32.48</td><td>Trailer Rego</td></tr> <tr> <td>Nga Kaikohe</td><td>45.00</td><td>Affiliation fee</td></tr> <tr> <td>Graham Payn</td><td>354.20</td><td>Waka Repairs</td></tr> <tr> <td>John Young</td><td>17.00</td><td>Lights</td></tr> <tr> <td><b>Total</b></td><td><b>774.68</b></td><td></td></tr> </tbody> </table> <p><i>Motion to approve the payments as described above.</i></p> <p>Raewynn proposed motion to approve the payments as described above. Robyn 2<sup>nd</sup>.</p>	Payment Description	Amount (\$)	Notes	Katie Thurston	\$50.00	Mite 10 gift voucher	Reimb Greg Buck	276.00	Wrong account	Land Transport	32.48	Trailer Rego	Nga Kaikohe	45.00	Affiliation fee	Graham Payn	354.20	Waka Repairs	John Young	17.00	Lights	<b>Total</b>	<b>774.68</b>		Raewynn make payments.
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Correspondence	Discussion	Action
Pete Bywater	Thanks to the committee for organising that voucher for a "Denis memorial". It was very thoughtful and much appreciated.	
Brendyn Montgomery, Avoca	Email about improvements to website, in particular the speed. Also a price increase, offering at 50% discount on \$605/year, so \$302.50/year, when it renews on 01 April 2020. Agreed to annual discounted plan payment.	Kilmeny communicate with Brendyn.

General Business	Discussion	Action
<b>Incident reports</b>	<p>Joyce signed off as OC2 steerer.</p> <p>Mango Ripi – chip on the bow, to be fixed.</p> <p>Anihau crack in cockpit.</p> <p>3 adjustable paddles in the shed, so one is still missing.</p>	<p>Acknowledge Joyce in newsletter.</p> <p>Requires repair. Been fixed. No charge on second fix.</p> <p>Newsletter - No blame no shame – please let us know.</p>
<b>Health &amp; Safety</b>	<p>Towing exercise. Really good. Write a note to Dave and Rosie.</p> <p>Learnings: take correct tow ropes. Still waiting for price for tow ropes from Burnsco. Try Hampidjans instead, Roni at Motueka is a contact for this. Dave at Motueka takes tow ropes out as standard practice. Have ropes in bags to be easily tied on. Crew needs to practice ahead of time, at least on land, ideally also in the water.</p> <p>Suggest having another training session before LDNs, in the marina. Next Friday 6pm, 20<sup>th</sup> March.</p> <p>Will get a price for 25mx12mm floating rope.</p>	<p>Dean to write a note.</p> <p>Newsletter – training session Friday 20th.</p>

	Lifejackets cleaning with disinfectant – Have a spray-on disinfectant available for those that want it. Also can clean equipment on 5 <sup>th</sup> April.	Newsletter – 5 <sup>th</sup> April clean-up.
<b>Gear and Maintenance</b>	<p>Screw missing on one of the mahimahi skirt rails.</p> <p>UHF Radios – switch may not have been set to High, John to check this. John has a quote for radios from Survivortech. \$325 each + GST. Uniden VHF radios have a power up to 6W. Robust and waterproof. 11hours of talk time. Jenni is looking to see if funding could be sought for this, possibly Pub Charity. Burnsco won't give discount, as already at cost.</p> <p>John to ask HM about stickers.</p> <p>Two sources being investigated for tow ropes.</p> <p>Mangopare skirt. With Pearl, however waiting for confirmation from committee that ok to go ahead. Will get Marae 1990 skirt for pattern. Motueka has one we might be able to borrow if we don't have one ready in time for LDNs. Committee confirmed ok to go ahead.</p> <p>Tuhirangi repair – fixed paddle chips after getting use of Totally Boating building. Thanks to John for arranging access to Totally Boating building.</p> <p>Should we put protective layer on waka on April 5<sup>th</sup>?</p> <p>What about the internal base of the waka – should we add strips for better grip? Discuss further before proceeding.</p> <p>Te Wairua o te Kawau – fixed.</p> <p>Anihau – being fixed.</p> <p>Frame to hold the trailer racks will be done as time allows.</p>	John to attend to items as notes
<b>Strategic Plan</b>	<p><b>Short term goals to July 2020</b></p> <ul style="list-style-type: none"> <li>- Replace Mangopare skirts <ul style="list-style-type: none"> <li>o In progress, see above</li> </ul> </li> <li>- Test life jackets and replace if necessary <ul style="list-style-type: none"> <li>o Waiting for contact at Sealords</li> </ul> </li> <li>- Purchase more adjustable adult's paddles <ul style="list-style-type: none"> <li>o Quote received, funding application in progress</li> <li>o Waiting for a code to come through, then can apply</li> </ul> </li> <li>- Purchase OC1 <ul style="list-style-type: none"> <li>o Quotes obtained, funding application in progress</li> </ul> </li> <li>- Purchase or arrange rental of additional oc6, to allow 5 x OC6 to go out if needed <ul style="list-style-type: none"> <li>o Have used Carmel's three times on Sundays.</li> <li>o Talking to Port Nelson about sponsoring another OC6</li> <li>o Carmel used our trailer in exchange for the waka.</li> </ul> </li> <li>- Apparel- add hoodie or soft shell to our merchandise <ul style="list-style-type: none"> <li>o Done</li> </ul> </li> <li>- Coaching pathways <ul style="list-style-type: none"> <li>o More to do on this.</li> </ul> </li> </ul>	Kilmeny add summary to newsletter

<b>Cultural Approach</b>	Char sent letter to Rongomai responding to life membership request. Acknowledge in another way through a trophy. Also would like to move forward with e noho marae.	
<b>Fundraising Team</b>	<p>Email from Jenni, 9 Mar:</p> <ol style="list-style-type: none"> <li>1. Mainland Accountability submitted</li> <li>2. Lion Foundation application for OC/V1 underway.</li> <li>3. NZ Community trust - still pending. Have called to find out what the glitch is - still trying to sort it out. The quote is still valid so no worries there.</li> <li>4. Haven't heard from Sealord re PFD sponsorship. Thought I would send another follow-up email next week...</li> <li>5. Nothing from any teams or individuals</li> <li>6. Let me know what you want to do about the radio's you mentioned</li> </ol> <p>Pub Charity accountability is done.</p>	
<b>Insurance</b>	Aon. Need to get clarification on what happens if there's an accident while traveling, to make sure all waka and trailer and vehicle(s) would be covered.	Raewynn set up meeting, John & Char happy to go too.
<b>Rangatahi</b>	<p>Going strong. Six new ones turn up. A couple of new ones who have paddled in Rarotonga, and can steer. Had two sixes and OC2s out. Greg goes out with them too. Bex &amp; Kereama typically leading this, don't need further assistance at the moment.</p> <p>There's a subcommittee of TWA for Rangatahi just getting started. Waka ama NZ helping with funding. South Island reps met at sprints.</p> <p>Dean suggested including a Rangatahi category in Winter Series.</p>	
<b>Membership</b>	<p>New/renewing members – three new Rangatahi joined last week. 118 total.</p> <p>Kilmeny working with Jan to get the right access to export the membership. And send export of Mailchimp members to Robyn – <a href="mailto:maitahi.membership@gmail.com">maitahi.membership@gmail.com</a></p> <p>Emails for how much the waka is \$50 education &amp; \$100 corporate.</p>	<p>Newsletter. Welcome new members</p> <p>Newsletter – pathway for new members, contact Sunkist or Char.</p>
<b>Sea Sports Alliance</b>	Hint that there is more to come from Jane Loughnan. John suggested Robyn join Zoe @ NCC meetings due to her legal expertise. John would attend if deemed necessary, otherwise not.	
<b>Events Review</b>		
<b>Towing Exercise 22 Feb</b>	See above under Health & Safety.	n/a

<b>Weetbix 6 &amp; 7 Mar</b>	Containers arrived late due to derailment. Two crews gave up their training and did tents instead, raised \$1500, to go towards skirts.	Newsletter.
<b>Upcoming Events</b>		
<b>Marchfest 14 Mar</b>	Marchfest 14 <sup>th</sup> March – 2 crews, afternoon and early evening shifts. 25 people. (another \$1500).	Newsletter.
<b>Long Distance Nationals 24, 25 &amp; 26 Apr</b>	<p>Entry date has been extended to 24<sup>th</sup> March.</p> <p>Maitahi Club entries by 10<sup>th</sup>.</p> <p>Plus \$5 per paddler.</p> <p>We'll let you know when we know any further details.</p> <p>Char email Tracy about volunteers.</p> <p>Char email Waka Ama NZ about Waka availability.</p>	<p>Char to follow up with Tracey and Waka Ama NZ.</p> <p>Newsletter – huli before LDNs.</p>
<b>Sustainable Coastlines 3 May</b>	Will be planned closer to the time.	

<b>Any other business</b>		
<b>Sprint buoys</b>	<p>John has done the ground work and collected the information from NCC &amp; Harbourmaster. John proposes a subgroup of interested members be formed to take the proposal forward, including seeking funding for the Resource Consent. Robyn has agreed to be the contact person for this.</p> <p>Information is that a resource consent would cost \$1300. The Harbour Master is confirming the size and type required, which would need to be distinguished from Swing Moorings.</p>	Newsletter – subcommittee for sprint lanes – contact Robyn.
<b>Halberg Trust</b>	<p>SUP Club are running Halberg event Sat 28<sup>th</sup> March, between 11 &amp; 1pm. Briefing at 9:30. SUP will do the forms. Poster will be sent to us. Maybe one waka with two ama, that Amanda was working on. Or maybe a 12 person.</p> <p>Blind foundation maybe Sun 29<sup>th</sup> March.</p>	Char coordinating.
<b>Portage</b>	16 <sup>th</sup> May	Newsletter
<b>BurnsCo Club</b>	John was getting a discount on his own card, the club was not receiving any points. Now he has organised a MOCC card with discount instead. Club members can use card for discounts, also for club gear. Mention Club Name for any amounts to be added towards club discounts.	Newsletter.

<b>Spring Clean</b>	April 5 <sup>th</sup> – after Sunday paddle, around 10:30.	Newsletter.
<b>Booking waka</b>	If training for LDNs, can they book a specific waka? Frustration because OC2s haven't been very available recently. Standing bookings take priority, however suggest talking to whoever has these and asking if a particular waka can be used.	

Meeting finished: 9:15 p.m.  
Next committee meeting: 14 April 2020

Signature

Date

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