**Minutes of Committee Meeting**

**Wednesday 17 February 2016 at 18:00 [Delayed to 18:30 WW late]**

**Dilworth School, 2 Erin Street, Epsom, Auckland 1022**

**Members present:**

|  |  |
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| Rob Everall (RE) | Laura Sunderland (LS) |
| Wayne Whitaker (WW) | Kevin Wragge (KW) |

(Quorum confirmed)

**Apologies:** John Denton (JD).

**Appointment of Chairperson:**

It was moved that that in the absence of JD (due to illness) that RE chair the meeting.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| KW/LS | Carried | -Re chaired meeting | RE | Resolved |

**Previous Minutes**

It was agreed that the format of the minutes follow the model used by RE with some amendments. And those items on the agenda are prioritized to facilitate quick action on more urgent topics.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| RE /KW | Carried | Format adopted | LS | Resolved |

**Matters of Committee Procedure and Communication**

RRA email: who can see it? It was agreed by Committee that all members of the Committee to have access to read. Secretary to be administrator. [www.rra.nz](http://www.rra.nz) created by JD’s son is existing website. Kevin Hester has created a Facebook page “Friends of Rakino” and is happy for the RRA to use it. Link to RRA website needs to be added to fb page. Need to improve connectivity between public, Facebook and website. **Moved**- Laura to progress with tech persons assistance as far as possible.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| RE /KW | Carried | Laura contacts the tech person and get things moving. | LS | Carried Forward |

**Matters of Finance**

KW asked about RRA finances, Accounts payments term deposit and trust. Feels it all needs to be simplified and trustees of term deposit need to be reviewed. **Moved:** that John presents a summary of background of trusts and make available information that clarifies the current state of the trust and other finances.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| RE / KW | Carried | John to present at first possible meeting | JD | Carried forward |

**Fire Extinguishers: 25** have beenmade available for free.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
|  | Carried | RE to liaise and get to Island, One large fire extinguisher to each fire lord. LS to write Thank you letter. | LS Letter  RE Extinguishers | Resolved |

Payment for materials for West Bay stairs to be paid direct into bank account.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| Kw / LS | Carried | Wayne to arrange | WW | Resolved |

Outlay on behalf of committee to be paid ASAP. **Moved**: in minutes when expenditure is authorized, payment is also authorized in same sum.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| LS / KW | Carried | Future payments made a.s.a.p. | LS / WW | Resolved |

The expenditure for Dragon boat repairs and other sundries be paid to RE

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| LS/ KW | Carried | WW to deposit | WW | Resolved |

**Moved:** that ad hoc expenditure on behalf of the committee under $200 can be left to the committee members’ discretion.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| KW / WW | Carried | Future expenditure under $200 OK’ed | All committee | Resolved |

Ferry: What is AT’s arrangement with Belaire ferry services i.e. “being under 350”

**Moved:** KW JD RE to meet with AT and establish what the parameters of service are and discuss alternative services to replace Wednesday service.

RE concerned that JD not be cut out, LS concerned that KW act in a civil manner. In meantime Rob to write to AT and explain delay and arrange a meeting with the intention of facilitating discussion of services

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| WW /LS | Carried | RE KW JD to meet with AT | JD KW RE | Carried forward |

**Signage**: Steven Thomas has prepared simple signs for West Bay walkway. RRA to use DOC style sign with modifications. Formal pathway to Wallace Reserve needs to be established and signage provided.

RRA to look at mowing contract as several DOC areas need to be mowed.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
|  |  | Kevin to review signage and present proposals | KW |  |

**Land owners registry**: in order to provide RRA with a mandate we would like to contact all ratepayers .RRA to contact Council and provide adequate reasons to obtain Strategic Planning and Review of Island Services, including fire, road safety, access to emergency services, etc.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
|  |  | Kevin to contact council and get list |  |  |

**AT Land** Summaries in Rob’s email $100 application fee, plus Approximately $1000 more to be spent on legal fees. Island-friendly lawyer to be found.

Moved: That RRA will proceed with legal process to obtain lease. Island friendly Solicitor to be chosen

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| RE KW | Carried | RE to contact Craig Langstone re transfer | RE | Carried forward |

**Bokashi Bins**: 39 of 40 are sold. Need 10 Spare for swappers. RE happy to claim quarterly for reimbursement from Council. LS to Email WW with amount RE owed and payment to be made ASAP

**Moved:** That RE order 10 more sets of bins and 20kg of Zing and that the Zing be resold at 10$ a kilo.

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
| LS WW | Carried | RE to proceed with order | RE | Resolved |

Defibrillator: Urgent inspection required. Key with Hank. Hank to carry out work. Who has responsibility for ongoing upkeep?

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| Moved/ Seconded | Outcome | Action | Person responsible | Carried forward/ resolved |
|  |  | RE to Liaise with Hank  On going responsibility unresolved | RE hank Poostma | Carried forward |

**Broadband:** RE has lodged an application **and** is awaiting response. The govt has budgeted 150 Million for rural broadband. Vodafone has station on Motutapu and would need repeater on Rakino. Further enquiry made but no response.

**Other items Arising:**

Hall Shift: held over

Financial held over

Newsletter held over

Fishing contest held over

Trust Held over

Rhamnus held over

Pukeko cull held over

KW wishes to inform the committee that he has as a private citizen invited AT to look at roading and parking near hall. AT to visit island on February 24 KW has alternative layout in mind. Signage, speed limits etc.

HCL in Hall Kevin to investigate

**Meeting closed at 21:00**

**Next ommittee Meeting:**

**Thursday 3 March, commencing 18:00, Dilworth School, Epsom.**