NMTBC Committee Meeting Minutes

**Date**: Monday 9 March 2020, 7:00pm, The Boiler Room

**Present**: Oliver Whalley, Mel Schroder, Chris Short, Brent Goddard, Tony Mifsud, Hamish Berkett, Zoe King, Ben Pointer, Belinda Crisp, Mel Barker, Gerard Wilson

**Apologies**: Paul Jennings, Ian Goldschmidt

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| **Matter** | **Moved** | **Action** |
| **Conflicts of Interest*** No change
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| **Portfolio Objective Review*** **Events**
* Mammoth preparations ongoing
* EWS planning ongoing
* Liaison with NCC/Nelmac for planting day
* Planning for subcommittee meeting underway
* Enduro 2 (April) cancelled
* Draft sponsorship policy prepared. For discussion at subcommittee meeting

**Wairoa Gorge**Busy month at the Gorge* Greg McIntyre successfully recruited for the Operations Manager role. Greg will start in March working remotely to get up to speed on documentation; in Nelson from the beginning of May. Six week break for winter.
* Fire truck progressing very well, canopy mid-way to completion, will be ready likely just prior to Easter.
* Once Fire Truck is ready and commissioned Hilux will be surplus to Gorge requirements and can be sold.
* Fire danger has disrupted booking over Feb, looks to have passed now.
* Wairoa Gorge Trust has had its first face to face meeting. Once this trust is running DOC will be passing statutory management responsibility to the trust for the Wairoa Recreation Reserve which could include delegation of monitoring for the NMTBC lease. Will be some potential implication for NMTBC to consider as we move forward with this.
* Priorities in March/April/June include;
	+ Getting Greg up to speed
	+ Fire Truck commissioning
	+ Revision of Gorge Business Plan & Budget
	+ Process review and operational refinements
	+ Marketing plan
	+ Second Wairoa Gorge Trust meeting

**Membership**Close to 2500 members to date.Nelson MTB App with digital/virtual member cards (similar to Queenstown MTBC App) being investigated. Quote for numerous options received. Can handle Temporary Permits. Potential to add membership payment, recurring subscriptions etc. Also has link to sponsor benefits, trailforks for maps, latest news etc etc. Queenstown MTB Club reported that the app has been really beneficial to their membership. Costs so far look reasonable, however, still waiting to hear re Silverstripe integration…Manky sample done**Business**Payment of Tasman Pine invoice made. Insurance decision was that NMTBC not liable, but would pay legal costs. Lessons – management / clear contractual obligations/brief. **Communications*** On going regular comms via FB and Insta, newsletter
* Meeting with Sprig and Fern.
* Updating Trailforks, adding in a Few Routes on Web as test

**Asset and Stakeholder**Te Ara Ko Piko – ongoing compliance with abatement notice. NCC is proposing to fine the club for not complying. Issue is with availability of Geotech. 10 new trail builds proposed under global RMA, on NCC land. Process being worked through.  |  |  |
| **Deep Dive**No contract with Johnson and Associates |  |  |
| **Agenda Items*** Dodzy Memorial Enduro proposed for November at Gorge.
* Hilux sale – agreed
* Formation / Approval of EWS Sub-Committee

Advisory Committee – agreedProcess for Event Director recruitment – applications to advisory group for recommendations - agreedEngage Sports Impact for governance advice and how it is done - agreed | Unanimous agreement | CS – Cashflow forecastBC – Engage Arthur Klapp |
| **General Business**1. Approval of accounts payable

To be emailed1. Approval of last month’s minutes
2. Health and Safety Compliance issues for month

Simon Thomas NCC requiring Abatement Notice to be met. Addressed by MS1. Legal Compliance issues for month
 | Moved:MS2nd: ***ZK*** |  |
| **Action Review*****CS*** - Cashflow forecast required for EWS/Trails***BC*** – Engage Arthur Klapp (Sports Impact) for advice on EWS governance and way forward.**Last meetings actions:*****OW*** to draft new Rider Sponsorship PolicyDrafted and will go to Event Sub-Committee***GW*** to get ballpark valuation of trees removed during trail building. Not required.***BP/HB*** to draft trail construction policy for TPFLDone |  |  |

**Meeting closed: 8.45pm**

**Minutes Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **President NMTBC**