NMTBC Committee Meeting Minutes

**Date**: Monday 08 March, 7:00pm, The Boiler Room

**Present**: Mel Schroder, Zoe King, Belinda Crisp, Mel Barker, Tony Mifsud, John Corfield, Brent Goddard, Matt Ball, Eleanor Davies, Hamish Berkett, Greg McIntyre

**Apologies**: Gerard Wilson, Chris Short,

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| **Matter** | **Moved** | **Action** |
| **Conflicts of Interest**   * N/A |  |  |
| **Portfolio Discussion Points needing committee review**   * **Events** * **Wairoa Gorge** * **Business**   Office space is available in the Boiler Room. Committee agreed that it should be hired.   * **Communications** * **Trails & Stakeholder** * **Membership** |  | . |
| **Deep Dive**  Gorge Update  Gorge Operations Manager Greg McIntyre, gave an update from the past year. Projects include: Trail gradings, structures assessed, road improvements, pig control, booking system, recommended routes, marketing plan and tree assessments.  Future plans - moving towards eco friendly operations, road improvements, accommodation operations, upselling packages including accommodation, increasing volunteers with specific skills, future proofing vehicles and pest control.  Plan to close Gorge for a month in winter. |  |  |
| **Agenda Items**   * Costing for Te Ara Kopiko Remedial Works   Quote has been received from Fulton Hogan for an estimated five days work. Geotech supervisor and materials also needed. HB will meet with the project team mid March to finalise requirements and costs.   * EWS update   Challenges with rule changes, HB to meet with the EWS team later this week. Ngati Koata EWS levy to be determined.   * Mini Membership / Temp Permits   Negotiations with Ngati Koata and Tasman Pine are continuing and nearing an outcome. One outstanding issue is temporary permits. Discussion by committee on whether to have a mini membership or temporary permits.  NB: Tasman Pine have confirmed that permits from Tasman Pine cover all freehold Tasman Pine land.  Motion - Keep temporary Permits  Committee discussion on how membership should be handled in terms of riders who only need to purchase membership for booking at the Gorge.   * Communicating committee work to members   Currently there is no committee member information or portfolio information on the website which makes it hard for members to know who is on the committee or what we do.   * Asset management investigation- investment in additional radios (have 8, would like 20) to allow for increased capabilities for holding larger and higher profile events more regularly. Grants out there?   The Events team recognise that there are times that more radios are needed for events. Some alternatives to purchasing include - contacting other biking clubs, gorge radios, roading companies. Four satellite communicators have been purchased, they will arrive during March.   * Turner’s Extension Tender review   BC presented a summary of the current LTP trail budget. One tender received for Turners Ext. The quote was for more than the forecast budget. Committee is comfortable to continue with the tender as the importance of the jump trail and the significant amount of trail work required is recognised. Cost reductions implemented where possible.   * Redwoods Track Removed (NCC)   The trail is now a walking only trail.   * Set AGM date   27th April 2021 - Nelson College for Boys. | **1st - HB**  **2nd - BG** | **GM** and **MB** to continue working on membership solutions.  **BG** - To add a profile page to the website.  **All-** Committee members to email a portfolio summary to **BG**  **HB -** to get warranty from the trail building company on quality and longevity of trail.  **BG -** Remove Redwoods trail from Trailforks.  **BC -** To ensure comms from NCC about Redwoods closure is forwarded to members. |
| **General Business**   * Approval of accounts payable – (this list to be circulated prior to the meeting and signed off by owners then moved by committee as approved to be paid) * Review of actions of last month’s minutes * Approval of last month’s minutes * Health and Safety Compliance – issues for month   Health and Safety  N/A  .   * Legal Compliance – issues for month   N/A | Approved by portfolio holders  **Move HB**  **2nd - MS**  **Move - ZK**  **2nd - BG** |  |
| **Last month’s actions**   * **JC** - To forward social event ideas to committee DONE * **T.M** to get costing for converted Mitsubishi Rosa ONGOING * **BP -** To reply to NCC and accept the invitation to BioSecurity Forum. * **BC -**Continue discussion with **GW** to finalise contract between NMTBC and Ngati Koata. ONGOING * **BP** - continue with LTP and stakeholder consultation * Attending members to stocktake current resources at Branford. ONGOING * **BP** to meet with keen members to discuss an annual plan for Branford. * **BC** to meet with portfolio holders to approve individual portfolio budgets. DONE * **BP** to contact TDC and begin discussions. ONGOING * **BC** - Email potential club members who may have NCC keys. Keys to be reported as missing if not found. NOT FOUND - BC to ACT. * **HB** - To meet with **ED** and **JC** to organise timing training in March - STILL TO BE DONE |  | BC - To report keys as missing at council meeting tomorrow.  **HB** - To meet with **ED** and **JC** to organise timing training in March |
| **Actions**  **GM** and **MB** to continue working on membership solutions for one off Gorge bookings.  **BG** - To add a profile page to the website.  **All-** Committee members to email a portfolio summary to **BG**  **HB -** to get warranty from the trail building company on quality and longevity of trail.  **BG -** Remove Redwoods trail from Trailforks.  **BC -** To ensure comms from NCC about Redwoods closure is forwarded to members  **BC** - To report keys as missing at council meetings tomorrow.  **HB** - To meet with **ED** and **JC** to organise timing training in March |  |  |

**Meeting closed: 8.48pm**

**Next meeting: 12 April**

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

**President NMTBC**