



# NMTBC Committee Meeting Minutes

**Date:** Tuesday 13 June - Boiler Room

**Present:** Mel Barker, Jamie Roberts, Brent Goddard, Jono Corfield, Matt Ball, Tayla Carson, Tony Mifsud, Gillian Bearman

**Apologies:**

Matter	Moved	Action
<p><b>Conflicts of Interest</b></p> <ul style="list-style-type: none"><li>JC organising a race independent of NMTBC in the Nelson region</li></ul> <p><b>Last Month's Minutes</b></p> <ul style="list-style-type: none"><li>Review of actions of last month's minutes and issues raised</li><li>Approval of last month's minutes</li></ul>	<p><i>Move: BG</i> <i>2nd: MB</i></p>	
<p><b>Portfolio Objective Review</b></p> <p><b>Events</b></p> <ul style="list-style-type: none"><li>Gorge Enduro coming up on 1st July</li><li>Matariki night 'race' being planned</li><li>MTBNZ DH &amp; XC National Series is confirmed and XC for 2024</li><li>Meeting planned with NRDA to discuss support going forward.</li><li>Initial Mammoth planning has started.</li></ul> <p><b>Wairoa Gorge</b></p> <ul style="list-style-type: none"><li>Thanks to TC for reading through trust document</li><li>BG met with a local marketing guru, he has offered to help the Gorge out with a marketing plan and strategy.</li></ul> <p><b>Trails</b></p> <ul style="list-style-type: none"><li>Incident reporter - working bee volunteer was hurt. This is a good reminder that Health &amp; safety briefings must be done</li><li>Lots of trail work is being done</li><li>Branford park work is starting</li></ul>		<p>Mel B to share Cable Bay's "shortest day" event.</p> <p>JR to thank Trail Manager for all his great Mahi.</p>

<ul style="list-style-type: none"> <li>● P51 needs a small amount of work done</li> <li>● Hulk n Hogan has opened.</li> <li>● NZCT funding grants needs work</li> </ul> <p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>● T.M. to meet with NBS this week to sort out the debit card for the Gorge.</li> <li>● Gillian Bearman to become a signatory on the accounts</li> </ul> <p>Moved JC, 2nd TC</p> <ul style="list-style-type: none"> <li>● GB still needs access to Xero</li> <li>● GW has identified that he needs financial training.</li> <li>● JC to be removed as a signatory from the accounts</li> </ul> <p>Moved TC, 2nd MB</p> <p><b>Club Manager</b></p> <ul style="list-style-type: none"> <li>● New Silver Sponsor - Scuvvers</li> <li>● A few potential new committee members have been in touch. Mel B and GW to sort this.</li> <li>● Ride Nelson is starting to progress. GW is discussing with local stakeholders. NRDA is supporting this initiative.</li> <li>● 2842 membership</li> </ul>	<p><b>Move JC 2nd TC</b></p> <p><b>Move TC 2nd MB</b></p>	<p>JR, MB &amp; Mel B meet to sort NZCT grant.</p> <p>Mel B to work with GB to get her Xero access.</p> <p>GW to find a financial training course &amp; to meet with GB before meetings to look at monthly reports.</p> <p>GW to change the financial year with IRD</p>
<p><b>Agenda Items</b></p> <ul style="list-style-type: none"> <li>● Gorge Road - Brent</li> </ul> <p>Committee needs to get a quote for road repairs. BG identified that there are three sections of road that need repairing. 1. TDC section. 2. Gate to the carpark. 3. Access Road.</p> <p>Possible solutions include sponsorship, talking with council (NRDA, NCC, TDC), tractor grant.</p> <ul style="list-style-type: none"> <li>● <a href="#">Trail Sponsors</a> - Mel B</li> </ul> <p>Mel B would like to explore trail sponsorship options. Possibilities include individual trails or trail routes.</p> <ul style="list-style-type: none"> <li>● NCC is putting the Codgers trail maintenance out to tender.</li> <li>● A big event is coming to Nelson in 2024 (non NMTBC). Race organisers would like to know if NMTBC is happy to hire equipment to race and how trail koha etc will work.</li> </ul>		<p>Mel B - To investigate a grant for a tractor.</p> <p>Mel B + JR to meet to look at trail sponsorship options</p> <p>JC, TC and GW will discuss the race requests and report back to race organisers.</p>

<p><b>Deep Dive</b></p> <ul style="list-style-type: none"> <li>• Silvan (see notes in folder)</li> </ul> <p>Discussions have occurred with Silvan landowners to discuss the possibility of developing trails there including DH and Enduro trails. MB wanted a committee vote on whether or not they support the Silvan development.</p> <p>Committee unanimously supports this initiative to be further investigated.</p>		<p>MB to discuss land access agreement with land owners.</p>
<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Funding priorities</a> <ul style="list-style-type: none"> <li>• Resolution - \$6652.17 trailer funding applied for from Mainland Foundation. <b>Successful</b></li> <li>• Resolution - \$7200 for office rental space from Trillian Trust <b>Declined</b></li> <li>• Resolution - \$7020 request be made to Air Rescue Services for Trail Manager Operation costs for 3 months. <b>Successful</b></li> <li>• Resolution - Rata Foundation - \$20,000 for operational costs</li> <li>• Time chips needed x 100 + 50 battery</li> </ul> </li> <li>• Approval of accounts payable</li> <li>• Health and Safety Compliance issues for month. N/A</li> <li>• Legal Compliance issues for month. N/A</li> </ul>	<p><b>Move: MB</b> <b>2nd: JR</b></p> <p><b>Move:</b> <b>2nd:</b></p>	

<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>● Mel B to share Cable Bay's "shortest day" event.</li> <li>● JR to thank Trail Manager for all his great Mahi.</li> <li>● JR, MB &amp; Mel B meet to sort NZCT grant.</li> <li>● Mel B to work with GB to get her Xero access.</li> <li>● GW to find a financial training course &amp; to meet with GB before meetings to look at monthly reports.</li> <li>● GW to change the financial year with IRD</li> <li>● Mel B - To investigate a grant for a tractor.</li> <li>● Mel B + JR to meet to look at trail sponsorship options</li> <li>● JC, TC and GW will discuss the race requests and report back to race organisers.</li> <li>● MB to discuss land access agreement with land owners.</li> </ul> <p><b>Ongoing:</b></p> <ul style="list-style-type: none"> <li>● Mel B and JC to meet to discuss first aid response plan for Nelson. <b>Ongoing</b></li> <li>● <b>Mel B</b> NCC posts about land access to be shared on newsletters etc. <b>Ongoing</b></li> <li>● <b>MB, JC, GB, JR</b> to meet to look over account coding <b>Ongoing</b></li> <li>● <b>MB</b> to clarify dates for Maitai Hub Opening. <b>Ongoing</b></li> <li>● <b>MB</b> formalise both MOU's. Done for NCC ongoing with TDC <b>Ongoing</b></li> <li>● <i>GW to look at branding options.</i></li> </ul> <p><b>Action Review</b></p> <ul style="list-style-type: none"> <li>●</li> <li>● <b>JR, JC, TC</b> to coordinate tape and signage removal. <b>DONE</b></li> <li>● <b>Mel B</b> to do a social post to thank Volunteers members for getting Sharlands up and running <b>DONE</b></li> <li>● <b>BG + JC</b> will meet to further discuss sponsorship. <b>Mel B</b> to arrange paperwork. <b>Done</b></li> <li>● <b>JC + MB</b> to meet to discuss contractor rates, performance reviews and job descriptions. <b>DONE</b></li> <li>● <b>Mel B</b> to share accountants' replies with the committee. <b>DONE</b></li> <li>● <b>JR</b> to speak with the relevant contractors. <b>Done</b></li> </ul> <p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>● <b>GW</b> - Social post on NMBTC socials to encourage members to get to the Gorge. <b>Mel B DONE</b></li> </ul>		<p><i>GW to sort sponsorship paperwork.</i></p> <p><i>Mel B - Email NCC to get a formal date for Maitai Opening.</i></p>
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Committee agreed that Gorge should have its own Debit card. T.M to sort this in future.		
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- **Mel B** to share Maitai opening dates with DIA.
- **ZS, MB and GW** to talk about NMTBC sticker options.
- **JR** to talk to Margaret from Ngati Koata to look at options for information boards. Done
- **JR** to liaise with potential Branford contractors. Done

Meeting closed: 8.58pm

Next meeting: 13 June 2023

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

President NMTBC