



# NMTBC Committee Meeting Minutes

**Date:** Monday 10th July - Boiler Room

**Present:** Jamie Roberts, Jono Corfield, Matt Ball, Tayla Carson, Gillian Bearman, (Special Guest) Kylie

**Apologies:** Mel Barker, Brent Goddard, Tony Mifsud

Matter	Moved	Action
<p><b>Conflicts of Interest</b></p> <ul style="list-style-type: none"> <li>JR organising a race independent of NMTBC in the Nelson region</li> <li>Tayla - Sponsorship from Gearshop</li> <li>Jono - Commercially involved with an events company</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: JC</i> <i>2nd: JR</i></p>	
<p><b>Portfolio Objective Review</b></p> <p><b>Events</b></p> <ul style="list-style-type: none"> <li>MTBNZ XC event - Cablebay</li> <li>Matariki - First night race.</li> <li>Mammoth - Hyperformance to fund event marketing, NZ MTB mag article - NRDA to fund</li> <li>NRDA funding for medic, crew, admin, invitations for events</li> </ul> <p><b>Wairoa Gorge</b></p> <ul style="list-style-type: none"> <li>Wind Fall - remains a problem</li> <li>Shuttle road - Downers have been on site and given direction on how to fix the road.</li> <li>Paid communication role</li> <li>Multi day passes being organised.</li> </ul> <p><b>Trails</b></p> <ul style="list-style-type: none"> <li>Ian named at Trail Manager for three years</li> <li>Maitai climb - No progression</li> <li>Brandford Park rebuild</li> <li>P51 - rebuild to Grade 3 - Gravity as contractor</li> </ul>		<p>GB &amp; Greg and try to come up with a solution for Gorge road.</p> <p>Brent - Follow up andrew for free marketing.</p> <p>GW/BG - Manage prices and process of multiday pass. \$250 - 3 day etc</p> <p>GB to meet with each committee member on account codes.</p>

<ul style="list-style-type: none"> <li>• Kurt - Worked on Waimana</li> <li>• DiVas - Flood repair</li> <li>• Broken Axe - Rebuild</li> <li>• TopDog extension - Koata engaged.</li> </ul> <p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>• Tidy up codes</li> <li>• Funding - Club to build a package/proposal. Data, stats. Leveraging off what the club does for the community</li> <li>• Events - leverage off big events like Enduro Nats '24</li> <li>• Phase out monthly account reports from accountants</li> </ul> <p><b>Club Manager</b></p> <ul style="list-style-type: none"> <li>• Gravity - P51 renewals contract to remain the same as other contracts.</li> <li>• Still waiting on Duncan Cotterill Proposal</li> <li>• Willow Lane bridge - Liability signage</li> <li>• App notification</li> <li>• Trail maintenance images</li> </ul>		<p>GW to organise the P51 Contract</p> <p>GW to contact Duncan Cotterill.</p> <p>JR/GW to address bridge sign off on Willow Lane.</p> <p>GW - contact Flon to sort App notifications</p> <p>GW - Set up a Whatsapp group for trail builders/volunteers to share images.</p>
<p><b>Agenda Items</b></p> <ul style="list-style-type: none"> <li>• NCC MOU - Matt discussing engaging NCC</li> <li>• Codgers Skills Area - NMTBC to develop a skills area with the community.</li> <li>• Jono standing down as Events Portfolio holder, remaining as Vice Chair</li> <li>• Tayla would like to take on the Event Portfolio. Committee approved</li> </ul>		<p>GW - Reach out Belinda to discuss skills area</p> <p>TC - Engage members around skills area concepts. Poll on features</p> <p>TC - Contact Mitre10</p>
<p><b>Deep Dive</b></p> <ul style="list-style-type: none"> <li>• Discussed trails on private land.</li> </ul> <p>Committee discussion on potential implications and benefits of trails on private land.</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>● Lottery community - Resolution approved for application for funding grant \$25,000. Melanie Barker and Geoff Wright to act as profile secretaries with Internal Affairs for submitting grant applications with Lottery Community.</li> </ul> </li> <li>● Time chips needed x 100 + 50 battery</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>Move: JR 2nd: JC</p> <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>● GB &amp; Greg and try to come up with a solution for Gorge road.</li> <li>● BG - Follow up andrew for free marketing.</li> <li>● GW/BG - Manage prices and process of multiday pass. \$250 - 3 day etc</li> <li>● GB to meet with each committee member on account codes.</li> <li>● GW to organise the P51 Contract</li> <li>● GW to contact Duncan Cotterill.</li> <li>● JR/GW to address bridge sign off on Willow Lane.</li> <li>● GW - contact Flon to sort App notifications</li> <li>● GW - Set up a Whatsapp group for trail builders/volunteers to share images.</li> <li>● GW - Reach out Belinda to discuss skills area</li> <li>● TC - Engage members around skills area concepts. Poll on features</li> <li>● TC - Contact Mitre10</li> </ul>		<p><i>Mel and John to catch up</i></p>

<p><b>Action Review</b></p> <ul style="list-style-type: none"> <li>● Mel B to share Cable Bay's "shortest day" event. DONE</li> <li>● JR to thank Trail Manager for all his great Mahi.</li> <li>● JR, MB &amp; Mel B meet to sort NZCT grant. Done</li> <li>● Mel B to work with GB to get her Xero access. DONE</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 DONE</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> <li>● Committee agreed that Gorge should have its own Debit card. T.M to sort this in future.</li> </ul> <p>Ongoing:</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>● Maitai Hub opening - DIA grant - Mel</li> <li>● <b>Mel B</b> NCC posts about land access to be shared on newsletters etc. Ongoing</li> <li>● <b>MB, JC, GB, JR</b> to meet to look over account coding Ongoing</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 Ongoing</li> <li>● <i>GW to look at branding option</i></li> <li>●</li> </ul>		<p><i>Create poll for committee</i></p>
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**Meeting closed: 8.58pm**

**Next meeting:** Next meeting August 8th

**Minutes Approved:**

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**President NMTBC**