

Matter	Moved	Action
<p><b>Conflicts of Interest</b></p> <ul style="list-style-type: none"> <li>● KR - Forestry involvement with One Forty One</li> <li>● TC - Sponsored by Gearshop</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: TC</i> <i>2nd: TM</i></p>	
<p><b>Portfolio Objective Review</b></p> <p><b>Events</b></p> <ul style="list-style-type: none"> <li>● Cyclocross series has finished. A very successful event with lots of kids.</li> <li>● Dodzy entries will be opened next week</li> </ul> <p><b>Wairoa Gorge</b></p> <ul style="list-style-type: none"> <li>● Thursday is the first Gorge Trust meeting</li> <li>● Closed for winter</li> <li>● Opening on 8th September</li> <li>● Working Bee 21st - 27th</li> </ul> <p><b>Trails</b></p> <ul style="list-style-type: none"> <li>● Not at meeting</li> </ul> <p><b>Marketing</b></p> <ul style="list-style-type: none"> <li>● KR would like to take on the marketing portfolio.</li> </ul> <p>Committee would love to have KR on boards</p> <ul style="list-style-type: none"> <li>● First meeting held with Mel B and GW</li> <li>● Shared ideas for simple short term changes with big impact</li> </ul> <p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>● Not at meeting</li> </ul>	<p><b>Move BG</b> <b>2nd TC</b></p>	<p><b>TC</b> - To sort a thank you gift for Vaughan</p> <p><b>Mel B</b> to double check constitution rules for electing committee members mid term.</p>

<p><b>Club Manager</b></p> <ul style="list-style-type: none"> <li>Trail work on P51 is progressing well</li> <li>Health and Safety - unconsented/uncertified structures on Ngati Koata land need to be identified and consented . Trail Manager is sorting contacts to help with this process.</li> <li>The Health and Safety plan is not current. Needs to be finished. GM to assist</li> <li>A few new sponsors are potential keen to come onboard</li> <li>Platinum sponsorship possibility still under review</li> <li>Recent meetings with Gold Sponsors have highlighted a few changes that are needed. GW working proactively to come up with solutions</li> <li>Meetings needed with all gold sponsors</li> <li>Great having KR on the team.</li> <li>Email strategy is working well but the costs are very high. GW looking at other options.</li> <li>Membership numbers are increasing slowly</li> <li>Work will be starting on Mr Chomper, Broken Axe, Koata Whetu.</li> </ul>		<p><b>GW</b> to draft a platinum sponsorship contract</p> <p><b>GW</b> and <b>KR</b> to meet with all gold sponsors</p>
<p><b>Agenda Items</b></p> <ul style="list-style-type: none"> <li>Ride Nelson - Vision for this long term. Sponsors? Will we sell it? Property of NMTBC?</li> </ul> <p>Committee are keen for GW to get this started and then pass it to NRDA. Committee suggests that GW looks to contract this out.</p> <ul style="list-style-type: none"> <li>Sharing Cable Bay Events on Club Page/changing policy to support community events</li> </ul>		<p>GW to speak with Upshift about Ride Nelson</p> <p>Mel B to share comms/social media plan with KR</p>
<p><b>Deep Dive</b></p> <p>Strategic annual objectives needed for each portfolio to help with (<a href="#">workflow program</a>)</p> <p>Why?</p> <ul style="list-style-type: none"> <li>Funding grants</li> <li>Strengthen governance rather than doing</li> <li>Direction for contractors</li> <li>Budgets</li> <li>Transparent communication with members</li> </ul> <p>Objectives may need priority plan.</p>		<p><b>Mel B</b> to share Strategic objective documents with portfolio holders.</p> <p>Portfolio holders to identify strategic objectives by next committee meeting</p> <p>GW - Review committee member induction process</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>• NZCT funding extended until 1 Dec. Invoices by 20th Nov. Resolution - Applied to the Department of Internal affairs (Lottery community) for \$40,000 for operational costs.</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>Actions:</b></p> <p><b>Action Review</b></p> <ul style="list-style-type: none"> <li>• <b>TC</b> - To sort a thank you gift for Vaughan</li> <li>• <b>Mel B</b> to double check constitution rules for electing committee members mid term.</li> </ul> <p>The executive can elect members mid-term until the next AGM when they will need to be formally elected.</p> <ul style="list-style-type: none"> <li>• <b>GW</b> to draft a platinum sponsorship contract</li> <li>• <b>GW</b> and <b>KR</b> to meet with all gold sponsors</li> <li>• <b>GW</b> to speak with Upshift about Ride Nelson</li> <li>• <b>Mel B</b> to share comms/social media plan with KR</li> <li>• <b>Mel B</b> to share Strategic objective documents with portfolio holders.</li> <li>• Portfolio holders to identify strategic objectives by next committee meeting</li> <li>• <b>GW</b> - Review committee member induction process</li> <li>• GB &amp; Greg and try to come up with a solution for Gorge road. ONGOING</li> <li>• BG - Follow up andrew for free marketing. ONGOING</li> <li>• GB to meet with each committee member on account codes.</li> <li>• JR/GW to address bridge sign off on Willow Lane. ONGOING</li> <li>• GW - Reach out Belinda to discuss skills area. DONE</li> </ul>		

<ul style="list-style-type: none"> <li>● GW to find a financial training course &amp; to meet with GB before meetings to look at monthly reports. ONGOING</li> <li>● Mel B - To investigate a grant for a tractor. ONGOING</li> <li>● Mel B + JR to meet to look at trail sponsorship options ONGOING</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. ONGOING</li> <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>MB</b> formalise both MOU's. Done for NCC ongoing with TDC Ongoing</li> <li>● <i>GW to look at branding option ONGOING</i></li> <li>● <i>MB &amp; JC to sort first aid response plan</i></li> </ul>		
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**Meeting closed: 8.54pm**

**Next meeting:** Next meeting Tuesday September 12th

**Minutes Approved:**

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**President NMTBC**