



NMTBC Committee Meeting Minutes

Date: Tuesday 14th Oct - Boiler Room

Present: Mel Barker, Tayla Carson, Brent Goddard, Jamie Roberts, Matt Ball, Kylie Reeves, Jono Corfield (video), Gillian Bearman (video)

Apologies: Jill Ford,

Matter	Moved	Action
<p>Conflicts of Interest</p> <p>Jamie - involved with running a commercial event in Nelson/Tasman that is not a club event.</p> <p>Last Month's Minutes</p> <ul style="list-style-type: none">Review of actions of last month's minutes and issues raisedApproval of last month's minutes	<p><i>Move: TC</i> <i>2nd: BG</i></p>	
<p>Portfolio Objective Review</p> <p>Events</p> <ul style="list-style-type: none">Super D is going well. This will be Loui's last season running the event.Kids Enduro was great and feedback has been positive.Dodzy is in 2 weeks, and the club has been offering help to race organisers.DiVAS dig day this weekendShred like a Girl in DecGorge Koha day 16th Dec <p>Wairoa Gorge</p> <ul style="list-style-type: none">Social media marketing strategy is being developedBG completed a road audit at the Gorge. The total shuttle road distance (to Irvines) is 6km, about half of the distance requires work and 1.5km is in a very bad condition. <p>Trails</p> <ul style="list-style-type: none">A fantastic Aorere dig dayBroken Axe work is continuingStakeholder meetings have been positive, working towards establishing MOU's for trail maintenance and workWorking on a long term budget for next 3-5 years		<p>GW - Review closed trails on Trailforks and App.</p>

<p>Club Manager</p> <ul style="list-style-type: none"> • Funding is an ongoing issue and getting harder to get. GW working on a funding document and funding calendar. • A few potential sponsors in the pipeline as well as few not renewing • New club marketing and communication strategies will be implemented. 		<p>GW to send the draft Berl report to committee members</p>
<p>Agenda Items 15 minutes</p> <ul style="list-style-type: none"> - Financial Performance - GB Lottery funding is down over 40% from last year. This is making grants difficult. Suggested to increase revenue where possible such increase in membership and possibly event fees for bigger events. Increase marketing for the Gorge. Cash flow needs to be monitored more carefully. - Membership Fee Changes - Tiered GW is investigating introducing a tiered membership system where members can join as a bronze, silver or gold member. He is suggesting increasing base membership (bronze) to \$10 for an adult. Committee voted to increase bronze to \$10, Silver \$70 and Gold \$90. - Land Use Education communication piece . Meeting with stakeholders to discuss ongoing trail work occurring without permission. NMTBC is working with stakeholders to create and release communication with the public about land use. Committee agrees that it is important for NMTBC to work with NCC and other stakeholders to create engaging media communication. - Sports awards - JR & TC - Manager Review Committee members to pass feedback to MB for Club Manager performance review. - MTB Rally 120 people will attend this event in the Nelson Tasman region in March. It will be most riders' first experience of riding in NZ. The race organiser came to discuss hiring club equipment and the benefits for the club. 	<p>Move TC 2nd: JR</p>	<p>Mel B, MB & GB to meet to discuss financials.</p> <p>GW to implement new tiered membership fees.</p> <p>MB to pass NCC communication to KR. KR will work with NCC.</p> <p>Mel B - to book tickets for JR and TC to go to sports awards</p> <p>Committee members to submit feedback to MB by the end of the week.</p> <p>GW & Mel B to make a decision on hiring costs and report back to the race organiser tomorrow.</p>
<p>Deep Dive Strategic annual objectives needed for each portfolio planning time before drafting objectives. Committee approve the strategic objectives other than membership that still needs to be completed</p>		<p>Mel B to coordinate completing the strategic document and circulate to committee</p>

<p>General Business</p> <ul style="list-style-type: none"> ● Funding priorities ● Funding grant submitted for radios ● NZCT funding extended until 1 Dec. Invoices by 20th Nov. ● Signage funding grant ● Approval of accounts payable ● Health and Safety Compliance issues for the month. <p>JR is aware that there are accidents that happen that we don't know of. It would be good for the committee to have a clear picture to ensure the trail network is safe.</p> ● Legal Compliance issues for months. <p>Insurance renewal is needed.</p> 	<p>MOVE: MB 2nd: TC</p>	<p>Mel B & GW to organise a meeting with Rachel Reece and Sarah Kirby.</p> <p>Mel B - To share the crash registered on social media.</p> <p>Mel B - to get one repetitive quote for club insurance. Mel B - to get policy for current cycling NZ policy.</p>
<p>Actions</p> <ul style="list-style-type: none"> ● GW - Review closed trails on Trailforks and App. ● GW to send the draft Berl report to committee members ● Mel B, MB & GB to meet to discuss financials. DONE ● GW to implement new tiered membership fees. ● MB to pass NCC communication to KR. KR will work with NCC. ● Mel B - to book tickets for JR and TC to go to sports awards DONE ● Committee members to submit feedback to MB by the end of the week. ● GW & Mel B to make a decision on hiring costs and report back to the race organiser tomorrow. DONE ● Mel B to coordinate completing the strategic document and circulate to committee ● Mel B & GW to organise a meeting with Rachel Reece and Sarah Kirby. DONE ● Mel B - To share the crash registered on social media. ● Mel B - to get one repetitive quote for club insurance. Not down - needs to be done next year ● Mel B - to get policy for current cycling NZ policy. DONE - There are no double ups with Aon insurance. ● Mel B & TC - To meet to discuss funding options for skills areas. DONE 		<p>Mel B & TC - To meet to discuss funding options for skills areas.</p>

Action Review

- **BG** - To check in with Greg to understand fuel usage. **Done**
- **GW** to check current fuel costs are most cost effective. **Done**
- **BG** to talk with **Greg** about running a shuttle from Nelson to the Gorge. **ONGOING**
- TC to look at funding options for the Skills park and report back to the committee. **Done**
- TC and MB to decide on a date for the Xmas function. **Done**
- GB - to check budgets for any additional funding available for the Gorge Rd -**Ongoing**
- BG - to communicate with Greg. Profit from the film crew job can be spent on the road. **Done**
- GW/Mel B - ensure that dig days, including regular Trail Saint days, are well advertised to members. **Done**
- Mel B to circulate the strategic document and job descriptions. **Done**
- **GW** to circulate Platinum Sponsorship to the committee. Committee to decide if NMTBC should have one big platinum or 3 smaller - Ongoing
- **GW** - To add sponsorship options to websites, share in newsletters and on social media. **Partial done**
- **JR** to come up with suggested routes to be shown on signage. **ONGOING**
- **JF & JR** to work together to get QR codes & membership info on signage. **ONGOING**
- **KR** to develop Insta posting guidelines. **ONGOING**
- Committee agree that Platinum sponsorship should be \$5,000 with unlimited numbers
- **MB** to discuss land access agreement with new land owners. **ONGOING**
- GW to find a financial training course & to meet with GB before meetings to look at monthly reports. **ONGOING**
- **Mel B** - To investigate a grant for a tractor. **ONGOING**
- *MB & JC to sort first aid response plan*
- **Mel B + JR** to meet to look at trail sponsorship options **ONGOING**
- Committee agreed that Gorge should have its own Debit card. T.M to sort this in future. **ONGOING**
- **MB** formalise both MOU's. Done for NCC ongoing with TDC Ongoing

Meeting closed: 9.15pm

Next meeting: 12 Dec

Minutes Approved:

President NMTBC