

## MINUTES OF GRA COMMITTEE MEETING - 01/02/2022

<b>Date:</b>	1 <sup>st</sup> February 2022	<b>Time</b>	19:32~21:40			
<b>Venue:</b>	Committee Meeting Room, Greenhithe Village Community Hall	Minutes Taker Tricia Moore				
<b>Attendance:</b>	<b>Committee Members</b>					
Ab = Absent Ap = Apologies P = Present *: Executives	Brian Carran*	P	Trish Cassone*	P	Steven Oh*	Ap
	Ivy Lu*	P	Chris Fraser	Ap	Michelle Heald	P
	Nika Maltseva	P	Tricia Moore	P	Mick Sinclair	Ap
	Robert Xu	Ap	Karl Vetter	P	Annie Yong	Ap
	Ehsan Zabihi	P				
	<b>Guests</b>					
	1. Margaret Miles (UHLB); 2. Via mobile phone Uzra Casuri Balouch (UHLB)					

### 1. WELCOME, INTRODUCTIONS & APOLOGIES

*Apologies Steven Oh, Chris Fraser, Mick Sinclair, Annie Yong, Robert Xu*

#### **Motion #1**

MOVED by Karl, Seconded by Michelle

That the apologies are accepted

*Carried.*

### 2. CORRESPONDENCE

#### **2.1 Lottery Board Final Report**

Report was completed. A very good outcome. Expenditure was only 44% of what was allocated.

### 3. MINUTES FROM PREVIOUS MEETING

Approval of Previous Meeting Minutes 7<sup>th</sup> December 2021

#### **Motion #2**

MOVED by Brian Seconded by Karl.

That the minutes are accepted and approved as a true and correct record.

## 4. TREASURER'S REPORT

### 4-1. Financial Overview

Actual Hall income for 10<sup>th</sup> months to 31 January 2022 was \$19k. Based on the forecast if this is extrapolated to the end of the year we should have total Hall income in the vicinity of \$24,000 to \$25,000 for the year ended 31 March 2022 which is well down on the \$35,000 we have achieved in previous years.

Fortunately we have received resurgence support payments of \$15,200 which is a significant contributor to this year's income. A note of thanks to Steven for applying and obtaining this resurgence payment.

Brian queried the bond refund expense of \$1,000. Michelle responded that this most likely related to a bond received in the previous financial year.

Brian also noted:

- That the repairs and maintenance of \$42,495 had been partially funded by donations received and recognised in income in the previous financial year.
- we are likely to have a balance in the bank at the end of the year of approximately \$7,700.

In light of the continuing Covid situation and unknown effect on our income streams Brian suggested that there should be no additional expenditure than that budgeted for. This was opened up for discussion with the Committee who generally agreed that the funds should be retained to cover any unforeseen expenditure i.e. emergency repairs.

### 4-2. Funding updates

A big shout out to Steven for preparing and forwarding the financial statements in time for the meeting being that he is currently away in Malaysia.

### 4.3 Approval of Financial Statements

#### Motion #3

That the financial statements be sustained.

Moved by Carl

Carried

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## 5. HALL REPORT

### 5-1. Hall Booking

Michelle has been in touch with the regular hall users and quite a few are starting back although a little hesitant as they take a “wait and see” approach to Omnicron case numbers. A booking had just been received prior to the meeting for a full day booking for 3 weeks. There were a few evening bookings. People are generally a bit weary of making a commitment. However there had been 3 bookings for the OSB this year, in fact bookings for the OSB had exceeded its normal revenue earned to date as reflected in the financial statements. This is probably due to gatherings being in smaller numbers. Karl queried the amount charged to hire the hall or OSB. Brian stated that normally the hall’s revenue would be \$700 per week averaging \$100 per day. Brian queried whether there anything could be done to make compliance easier in terms of hall bookings. Michelle responded by saying that the Committee Room would not be hired out at the same time as the Hall, as venue hirers i.e. The Committee Room hirer and the Hall hirer may have different stipulations on mask wearing. The checking of vaccine passes is the responsibility of the venue hirer.

### 5.2 Hall Management

Michelle advised the Committee that due to filming of an episode of Brokenwood on the 14<sup>th</sup>-16<sup>th</sup> February inclusive at the Greenhithe Fire Station, the fire engine would be parked outside the Hall and the firefighting gear would be temporarily stored in the Hall. There would be 24 hour security for this period. All hall users have been advised and not to get alarmed if they encounter a fireman entering the Hall to obtain fire equipment. The Hall would receive a little remuneration for this but it was also a “favour returned” for when the Hall was being renovated and use was made of the fire station to store various equipment.

### 5.3 Land Sales

The process of getting the land sale registered has been proceeding albeit a little slower than what was anticipated because of Covid and the Christmas break. Therefore the proceeds were not likely to be realised for a few months longer, unlikely before the AGM in May.

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## 6. HALL MAINTENANCE/BUILDING PROJECTS

### 6-1 Community Hall renovation design

Brian drew attention to the committee members that were not present at the last meeting that there were some floor board samples that had been considered for flooring of the Hall. Before a decision could be reached some further research had to be done by way of visiting a site where a new floor had been laid and how it stood up to heavy foot traffic. Vote of thanks to Alice for working on the paint palette for the outside of the hall building.

Tricia raised the viability of using two different shades of green for the upholstery covering of the chairs as outlined in Alice’s design plan. This was open for discussion and would be further discussed at the April meeting.

## 6.2 Works done in January

### 1. *Pre paint repair work*

Cladding was repaired adjacent to and under the outside stairs and new boards were erected to fill in the gap under the stairs and ramp which amounted to \$1,500. Brian made a comment about the non painting of the new boards and Karl responded by saying that this was on the advice of the Resene consultant who said it gave the Hall a “beachy” look. However this could easily be rectified in the future if it deemed necessary to paint the boards.

### 2. *Tree removal*

Karl and Brian trimmed back the Pohutukawa tree on the driveway adjacent to the hall in response to a request by the neighbour, as well as removal of the dead Pittosporum adjacent to the phone box and the Michelia tree outside the front of the Hall.

### 3. *Exterior Painting*

Karl organised the exterior painting work. He noted that the painter’s charge had been substantially discounted being that it was a Community Hall project. Overall a very satisfactory painting job done on a timely manner. Perhaps some recognition could be given to the Painters i.e. recommendation etc. The colour chosen was as recommended in Alice’s overall design.

### 4. *OSB windows:*

No update

## 6.3 Planned works

Further discussion to be undertaken at the April meeting on the following:

1. **Chairs**
2. **Interior painting**
3. **Hall floor**
4. **Curtains and Blinds**
5. **Foyer carpet**
6. **Hall and pylon signage**

Different options for the signage were discussed.

Signage on the building to perhaps be in a circular design. No decision had as yet been made and it was agreed more discussion about design and wording on the pylon sign was needed. Karl has a signage contact so once agreement has been reached on design he can obtain a quote

In relation to pylon signage there was discussion as to whether the sign should be flat or triangle. Costing needs to be done on both designs and a decision made based on that at a later date.

Both hall and pylon signage to be discussed at April meeting.

Tricia raised the point that the brackets for the outside light on the gable end of the building be of non-rust material so as not to have future staining on the new paint work.

#### **6-4. Deferred to next summer**

##### **1. OSB roof replacement**

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## **7. COUNCIL/LOCAL BOARD REPORT**

### **7-1. Footpath repair completion**

Nothing further.

### **7.2 Rahui pathway to Scout Den**

Nothing further

### **7.3 Traffic calming on Rame Road**

Karl has been in touch with Auckland Transport representing the GRA. He established that where the motorway ends at the beginning of Tauhini Road the responsibility lies with Auckland Council and is in consultation with them to arrange for speed monitoring equipment to be installed at 3 stations along Rame Road in order to monitor speeds travelled along Tauhini Road right down to the wharf.

7.4 Margaret Miles gave clarification on the controversial removal of trees in Sanders Reserve. She stated that what has been reported in the press has been totally misrepresented and she, along with Lisa and Anna, in particular, have tried their best to clarify the rationale behind the removal of the trees.

Planting of the trees was in essence carried out by a Paremoremo volunteer group in contravention of the Reserve's 2006 Management Plan which is a legal binding document. After much discussion at Board level the decision was made to remove the trees. It was not an easy decision and most unfortunate but ultimately the trees had been planted in the wrong location and the best option was removal. Relocation of the trees was considered but the cost of \$92,000 could not be justified especially in light of the Covid situation whereas the cost of mowing the trees was \$14,000.

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## **8. COMMUNITY PROJECTS**

### **8.1 Greenhithe Emergency Management – Michelle**

The Pancake breakfast which would have incorporated representation by the Greenhithe Emergency response team has had to be cancelled due to the uncertainty caused by Covid.

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## **9. MARKETING & PUBLICITY**

### **9.1 Web-site/Booking-site Ivy**

Web-site/Booking-site near completion just a few details need to be finalised.

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## 10. GENERAL BUSINESS

### 10-1 AGM

To take place on 24<sup>th</sup> May 2022.

### 10-2 AGM speaker or activity

The Local Board Elections are taking place this year so Brian suggested perhaps a candidate that would be standing for election could be an option. Decision to be made at April meeting.

### 10-4 Other

Steven is leaving Greenhithe and thereby the Treasurer role will become vacant at the end of April. The encumbant taking on this role would have to have an Accountancy background and be familiar with MYOB.

At present there are three vacancies on the Committee.

Tricia raised the point that there might be a possibility that the present owner of the Boat Yard is thinking of selling. Brian would try and find out whether this is the case.

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## NEXT MEETING(S)

**The next regular Committee meeting will be on 7<sup>th</sup> April 2022.**

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## ADJOURN

There being no further business the meeting was adjourned at 9.30 p.m. .