

MINUTES OF GRA COMMITTEE MEETING –APRIL 2024

Date:	03/04/24	Time	19.00
Venue:	Committee Meeting Room, Greenhithe Village Community Hall	Minutes Taker Tricia Moore	
Attendance:	Committee Members		
AB = Absent Ap = Apologies P = Present *: Executives	Ken Forrest*	P	Trish Cassone* Ap Adele Piper* Ap
	Tricia Moore*	P	Michelle Heald P Jackie Miles Ap
	Ehsan Zabihi	AB	Annie Yong Ap Chris Fraser P
	Nika Osbourne	P	Mick Sinclair Ap
	Guests		

1. WELCOME, INTRODUCTIONS & APOLOGIES

Ken called the meeting to order at 7.15 p.m.

Apologies: Jackie Miles, Trish Cassone, Annie Yong, Mick Sinclair, Uzra Casuri Balouch, Anna Atkinson.

Ken welcomed members of the Committee as well as Cameron Powell local Greenhithe resident who will be taking over the position of Treasurer after AGM.

2. CORRESPONDENCE

Resignation from James Chong.

Acceptance from Cameron Powell who will be taking over position of Treasurer

Accountability report LG2327-229 - \$15,000 funded to GRA amended to 19th May.

Rates agreement letter RG24-06 2023/2024 rates grant.

Insurance renewal - 30% higher than previous year - \$13,000.

Ken will enquire from broker as to why the increase and if there is another insurance company that could better that amount.

3. MINUTES FROM PREVIOUS MEETING

Motion #1

MOVED by Michelle, Seconded by Nika

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

Carried.

4. TREASURER'S REPORT

4.1 Financial Overview

No financials to hand as at time of meeting, they will be circulated post meeting.

Cameron is liaising with Adele re access to MYOB.

5. HALL REPORT

5-1 Hall Booking

Bookings still going well, lots of regulars another booking for the morning. Few more children's birthday parties at the OSB.

Michelle commented that as there are a lot of regular users her workload is not as demanding so she has decreased her remuneration from the Association.

Michelle will be away from 5th April to 18th inclusive she has given spare key to Village Hall and OSB to Tricia. She will however be contactable via e mail.

Cameron enquired what is the occupancy rate in terms of hiring of the hall. Michelle responded by saying most days have bookings at the Hall and Committee Meeting Room. In terms of OSB bookings it has bookings everyday except Saturdays leaving a space for casual bookings i.e. children's birthday parties, even a last minute wedding reception took place due to bad weather. Combined hall usage rental would be +/- 50-60%.

Cameron further queried whether hireage of the hall meets overall costs incurred with the hall. Ken responded that due to increased cost of insurance we should look at possibly increasing hire out rate. Ken to look at applying for grant from COGS (Community Organisation Grant Scheme).

Michelle commented that maybe a two tier system should be implemented i.e. a reduced cost to local residents as is the case with other community halls.

Michelle commented that once hall has been fully refurbished we can do more advertising with regard to weddings etc.

New cleaner is doing a wonderful job.

New floor holding up well.

5-2 Maintenance

Ken to contact Wairau Transfer station to dispose of piano and chairs. Jackie got no response from advertising piano on market place.

5-3 Compliance Certificate

Unfortunately Ken has been unable to make any further contact with Mike Kennedy the builder from Rocon who had previously been involved with renovations to the Hall, regarding some

outstanding matters relating to obtaining a Village Hall Compliance Certificate. In particular, need fire inspection done. Ken to contact Fire Service in relation to this.

Chris/Ken to find out consent number and check with Council for records.

Ken contacted local resident Neil Blackburn to see if he could help with fixing ramp. Chris said to wait till final inspection and get carpenter to do all remedial work at the same time.

5-4 Back Fence

Nothing to happen on back fence at present.

Ken mentioned he had treated Garden Club members to coffee and cake at the Collins in recognition of their continued work on the hall gardens.

6. HALL MAINTENANCE/BUILDING PROJECTS

Community Hall Renovation Design

The following are still outstanding:

6-1 Painting

Ken to advise. Painting to be carried out in July school holidays.

6-2 Curtains & Blinds

Michelle had obtained two quotes. The quote from Window Treatments, based on colour and fabric that Alice recommended, amounted to \$8,000.00. Curtain Studio's quote \$4,900.00. The fabric they recommended can be easily cleaned. Michelle to get samples and put them together with carpet samples Ken will obtain and then get advice from Alice on colour choice.

6-3 Foyer Carpet

Ken to obtain samples.

6-6 Deferred to next summer

OSB roof replacement.

7. COUNCIL/LOCAL BOARD REPORT

Anna looking into accessible playground equipment for Collins Park playground which is to be upgraded within the next two years.

Anna had sent reminder about consultation on Long Term Plan, however nothing relating to Greenhithe is contained within the plan, just the wider area, i.e. North Harbour Stadium, Library in Albany, public toilets at Whenuapai.

Nika raised some concerns she has about the recent realignment of access to the motorway going South and mentioned how many accidents she has witnessed at the intersection with Caribbean Drive. She would like to be able to get a contact of Auckland Transport to discuss this. Michelle suggested contacting Uzra.

8. COMMUNITY PROJECTS

GERG Greenhithe Emergency Resilience Group

Nothing further.

9. MARKETING AND PUBLICITY

AGM to be held in May. The format to showcase the new refurbishments and who utilises and what happens at the Hall. A big focus on awareness.

At the beginning of May get some flyers printed advertising AGM., Nika to organise. Get a payWave system for the day. Theme being Keep Your Hall in Greenhithe and showcase the users. Michelle can supply some photos.

Make people aware of running costs of the hall i.e. insurance cost increase 300% in last two years, if we cannot afford to keep the hall the Council will take ownership of it.

10. GENERAL BUSINESS

Planning of AGM. Ken to formalise date best suited to relevant invitees.

Nika will help with printing documents for AGM. Jackie also to help.

Date to be confirmed, tentative date last Tuesday in May.

Michelle made the comment that signs can only be erected not more than three weeks ahead of meeting.

Ken commented on obtaining a more effective way of having a shared space of where files are located i.e. to replace the existing web mail. He will contact Ehsan for advice, possibly usage of Microsoft tools which are free. Ken knows of a contact who could possibly help with the web page etc.

Ken commented on replacing James in his role as membership officer.

ADJOURN There being no further business the meeting was adjourned at 8.49 p.m.

NEXT MEETING(S)

The next regular Committee meeting will be on Wednesday 7th August 2024.