

**GREENHITHE RESIDENTS' ASSOCIATION**  
**Minutes of Meeting 5 December 2017**

**Present: Brian (Chair), Chris, David, Dennis, Elaine, Julie, Mick, Penny, Simon, Trish, Local Board Member Uzra, Hall Manager Mohini.**

**Apologies: Sam**

Brian opened the meeting by welcoming Mohini and thanking her for taking on the role of Hall Manager. Thanks were also given to Chris for covering matters whilst Brian was away.

**Minutes of Previous Meeting 3 October 2017.**

The minutes were circulated prior to the meeting.

Motion: The minutes are approved as a true and correct record.

Moved: Chris, David  
Carried.

**Matters arising**

Insurance on the halls. We own the Community Hall but not the OSB and pay contents insurance for both whilst the Council pays the building insurance. We will need to get a valuation to confirm the correct values.

**Action:**

Mick and Brian to organise this.

**Correspondence**

The option of using Drop Box was re-discussed. There are pros and cons. Table 8 thinks we should stick with the Microsoft 365 option. We need more time to decide this and will action in 2018.

**Financial Report**

The financial reports had been previously circulated. Elaine presented the accounts to the meeting. There is \$10,000 in the cheque account and \$132,000 in savings giving a total of \$142,000.00.

Elaine explained that the \$20,000 donations had to be entered into the balance sheet and therefore included in the P&L. \$10,000 has been transferred from the cheque to the savings account as retention for the OSB forthcoming repair work.

Motion: The accounts are received and approved.

Moved: Elaine, Penny  
Carried

**Matters arising.**

Elaine explained that the Community Hall needs to be included in the accounts. The title document is still recorded under the old name and this needs correction. Elaine will contact Land Information New Zealand (LINZ) regarding this. A letter will be required requesting the name correction and confirming that the new name is correct.

Action: Brian will write appropriate letter and Elaine will action the change of name.

Elaine has approached Marie Finnegan of Albany who is willing to undertake the auditing of accounts at a favourable rate.

Motion: Marie Finnegan be requested to review the EoY accounts.

Moved: Elaine, Brian  
Carried

The problems with Paypal continue and Elaine would prefer that we stop using it. There are a number of problems with it including clients without credit cards and the lack of suitable information in PayPal to enable Elaine to do her job properly.

Motion: The Paypal issue needs review.

Moved: Chris, David  
Carried

### **Hall Rebuild**

We currently have a shortfall for the rebuild of \$80,000. The funding sub-group has looked at various options. Lion Foundation requires two quotes which need to be less than 6 months old. We shall need to refresh these as they are older than that. Brian will check out Northern Trust first, and Julie will look at the Lotteries Board although this is not due until 2018 and will be a fall-back position. The matter needs to go on the February Agenda. If one of the applications is successful, we can go forward. Possibly we could delay the decks but this can be reviewed at the February meeting.

Elaine queried the start date and Simon said April is likely. The Breast Cancer Association has a booking for May which may be a problem. Trish thinks that possibly Massey University could help out with this booking if required. We shall need to review all other bookings which may be affected. It was noted that the main hall should remain available throughout the alterations.

Storage needs to be provided in the Community Hall. This could be in the Board Room possibly.

### **Donor Recognition**

Simon reported that currently no donor recognition is required. It will need to be reconsidered at the February meeting. Donations have been made by the Dairy, Pharmacy, Harcourt's and Barfoot & Thompson.

### **Repeat Hall Bookings**

There are many problems with the new programme. It is still not set up to allow entering repeat bookings. Each has to be entered separately. Elaine recorded the fact that clients are becoming increasingly frustrated by the ongoing issues with the programme and its problems. A lengthy discussion followed. It was noted Elaine wishes to create the invoices in MYOB. There is a big issue for Mohini and Elaine in that they are unable to view items relating to the current date. It was decided that in the interim all these items will be emailed to April in Hong Kong to enter manually there. Invoicing will be done manually for now.

**Action:** Brian and Chris will review the issue and organise a meeting to obtain clarification from Table 8. All changes are to be emailed separately to April for amendment. April can use these items to test out the system. Once Table 8 is satisfied they have the system operating correctly they will show us how to do the work ourselves.

Chris raised another issue – Sunday nights are unavailable after 5 pm. This needs to be changed. He also raised the question of multiple prices for the same timeslot. This needs to be changed to a single fee for all.

Mohini expressed concern that she will not be able to cope with the position now that it is including a lot more work than when she accepted the role. Brian commented that the current situation is not usual and once the issues are resolved it should settle down.

### **Maintenance issues**

Trish reported that she had met with the builder at the OSB. He has identified other issues needing attention within the next 6 months. The building also requires painting. A quote has been provided in two parts – the repair work at \$7417.50 GST inclusive and the cost of painting the exterior of the building \$7072.50 GST

inclusive. Uzra offered to investigate the possibility of any funding being available towards this. Brian suggested we discuss this at the next meeting on February 13<sup>th</sup>.

Motion:

The quote from Alan Gisby is accepted, subject to funding.

Moved: Julie, Penny  
Carried

### **Salthouse Project**

Simon said we are awaiting feedback from NZ Rowing but first we need to know the intentions of the seller. Brian suggested that someone needs to talk with the agent to attempt to discover what is required by the vendor. Simon is happy to go along with Brian after Christmas to have a chat.

Action: Brian and Simon to investigate situation.

### **Publicity**

We shall only issue publicity reports when we have something specific to write about. Collins Footpath will be the next issue.

### **Council/Local Board Report**

#### **Rame Road issues**

Uzra reported that a Report is coming from AT to the Board meeting on 14 December. Brian will attend the meeting at Orewa and has 10 minutes to speak. Someone from AT has visited the site and is suggesting parking on one side. There is a link on the website.

#### **Orchard Grove and Kyle Road potholes**

These matters are in hand.

#### **Wicklams Lane and Alberton Rd**

Uzra said she had a meeting with a resident from this new area of Greenhithe concerning provision of a footpath. The residents have asked her to request support from the Residents Association. Noted.

#### **Rahui Road**

Dennis spoke about the condition of Rahui Road.

#### **Churchhouse Road Parking**

Discussion took place regarding various options to improve this. Brian asked Uzra whether she was aware of the situation. She was not. Uzra advised contacting Auckland Council as items must be logged in and given a Logit number and also elect which party of Council is to be approached.

Action: Brian will research minutes regarding this.

### **General Business**

Chris briefly outlined the current situation with the Hall Consent process. Danvers has raised some issues including the maximum number of people in the hall at any one time. If this is capped at 150 it would alleviate problems.

Motion:

Chris is given authority to deal with this.

Moved: Brian, Trish  
Carried

Chris advised the meeting that he will be absent for the February and April meetings next year.

The Local Board member was thanked for her attendance.

There being no further business the meeting closed at 9.30 pm.

The next meeting will be on 13 February 2018.