

MINUTES OF GRA COMMITTEE MEETING - 01/06/2021

Date:	1 June 2021		Time	19:30~21:00		
Venue:	Committee Meeting Room, Greenhithe Community Hall		Minutes Taker	Ivy Lu		
Attendance: Ab = Absent Ap = Apologies P = Present *: Executives	Brian Carran*	P	Trish Cassone*	P	Steven Oh*	P
	Ivy Lu*	P	Chris Fraser	P	Michelle Heald	P
	Nika Maltseva	Ap	Tricia Moore	P	Mick Sinclair	Ap
	Dennis Thornton	P	Robert Xu	Ap	Karl Vetter	P
	Annie Yong	P	Ehsan Zabihi	Ap		
	Upper Harbour Board Members					
	Margaret Miles	P	Lisa Whyte	Ab	Uzra Casuri Balouch	P
Anna Atkinson	Ap					

1. WELCOME, INTRODUCTIONS & APOLOGIES

Chairman Brian Carran called the meeting open at 19:30.

Apologies had been received from Anna, Ehsan, Mick, Nika, and Robert.

➔ **Motion #1**

MOVED by Karl, Seconded by Brian

That the apologies are accepted.

Carried.

2. CORRESPONDENCE

There was no matter arising from correspondence.

3. MINUTES FROM PREVIOUS MEETING

3-1. Actions/tasks updates

Minutes of the previous meeting dated 6 April 2021 were circulated prior to the meeting.

Action 1: 20/21 Annual financial audit

- Completed and closed.

Action 2: Listing GRA halls on venue hire website

- In progress. Pending for advertisement-appropriate photos of the hall.

Action 3: Register halls with funeral directories

- Not necessary considering current booking vacancies available and booking prospect; closed.

Action 4: Clearance for the land sale

- Mick provided written clearance on the Committee's legal eligibility of carrying out the transaction; the deal was being processed by lawyers.

Action 5: Limitation on fund accumulation and possible restriction

- To be investigated.

Action 6: Lawn repatriation

- It was not the best season to repatriate the lawn. Tricia would provide advice on seeding and planting later.

Action 7: Floor replacement project

- The Committee had a couple of quotes and samples, pending for funding and final decision. The Committee all agree that the solution should be to a rather high standard which would last for years. Chris would investigate and provide expert recommendation.

Action 10: Disposal of old heaters

- Mark had disposed the old heaters. Action item closed.

3-2. Approval of Previous Meeting Minutes

➔ **Motion #2**

MOVED by Trish, Seconded by Steven

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

Carried.

4. TREASURER'S REPORT

4-1. Financial Overview

- a) Steven walked the Committee through Profit & Loss, Balance Sheet and Cashflow/Forecast.
- b) Rental seemed promising for the rest of the year.
- c) Steven advocated that committee members encourage residents to join the association and pay membership.
- d) Steven would like all members to update him promptly with any number of possible project spending (e.g.: new quotes) for him to update the cashflow forecast.

4-2. Funding updates

No new funding was granted.

4-3. Approval of Financial Statements

➔ **Motion # 3**

MOVED by Brian, Seconded by Annie,

That the financial statements are accepted as correct and accurate.

Carried.

5. HALL REPORT

5-1. Hall Booking

The Hall had a few big parties, where both hosts and guests, old or new, were satisfied with the improvement of the Hall, specifically, the temperature, sound effect, and backyard. There were

multiple potential big bookings in pipeline, and the Committee Meeting Room was hired more often. Generally, the booking was going well.

5-2. Hall Management

Running as normal.

6. HALL MAINTENANCE/ BUILDING PROJECTS

6-1. Community Hall

- a) Flooring - Dennis suggested that Greenhithe Pharmacy's flooring would be a good example
- b) Painting the exterior – pending for decision; Karl would follow up
- c) Foyer carpet – Michelle would get quotes on uplifting, removal and replacement of foyer carpet (approx. 130sqm)
- d) Flooring – Chris would investigate and provide recommendation to the Committee.
- e) Curtains
 - i. the current curtains looked out-of-date and tracks were not working properly, thus needed replacement.
 - ii. The Committee discussed about whether blind, shutter, drape, or curtain would be better; no decision was made.
 - iii. Tricia would investigate into cost and options for curtain replacement. If needed Nika would be able to provide suggestions from designer perspectives.
- f) Furniture – Trish would look into possible solution with her relevant connection with Massey University.

6-2. Old School Building

- a) Re-roof – to be investigated later
- b) Re-puttying and painting of window frames – to be investigated later

7. COUNCIL/LOCAL BOARD REPORT

7-1. Roothing improvements

Karl was concerned about the speeding, lack of footpath, and ensuing safety issues on main roads such as Greenhithe Road, Kyle Road, Rame Road, Tauhinu Road etc. in Greenhithe; and brought forward a proposal to turn the muddy beach into a sandy one so that residents can benefit more from local natural resources. Brian affirmed that safety issues were always given the top priority and he agreed that the issues were worth pursuing.

The Committee briefly went over historical discussion and happenings of long proposed Rame Road improvement. As to the speed safety issue, possible immediate remedies discussed included raised beds, calming humps, centerlines, speed cameras or chicanes etc.. Board members strongly advocated submitting issues to AT/ Council to get a reference number so that the issues could be recorded, supported, followed up and dealt with more efficiently.

Brian proposed a meeting between GRA and Upper Harbour Local Board to discuss the issue in fuller scale. Brian, Karl, and Tricia would represent GRA.

7-2. Footpath improvements

Committee members spotted some white marks on some Greenhithe roads, Local Board members explained they were marks for road faulty spots, which would get fixed without definite timeframe.

7-3. 10 Year plan and budget

- Final decision not yet available.

7-4. 10 Year Transport Plan

- Final decision not yet available.

7-5. Memorial Park Playground

- In progress

8. COMMUNITY PROJECTS

8-1. Greenhithe Emergency Management

No further updates.

8-2. Toy Library

No further updates.

8-3. Rame Road Waterfront Project

Brian briefly introduced the project to new member. No further progress had been made.

8-4. Sea Scouts Storage Shed

Pending for approval by Council.

9. GENERAL BUSINESSES

9-1. Wi-fi Connection

Pursuing free wi-fi connection.

9-2. Separate Booking Website

Ivy introduced the issues of current website and booking system, including: not user-friendly, not admin-friendly, risk of breakdown due to impossibility of update or any change to the plug-in. She proposed to re-develop the booking system before it would break down someday.

Committee reviewed the proposal, confirming the booking system could be migrated freely once developed, without additional costs, and agreed that booking system should be re-developed.

Members proposed to consult GCT and Linsey for the possibility of sharing one platform to serve the community better.

➔ Motion # 4

MOVED by Ivy, Seconded by Brian,

That the \$1,400 booking system development proposal should proceed.

Carried.

10. NEXT MEETING(S)

a) The next regular Committee meetings will be on 3 August 2021 and 5 October 2021.

11. ADJOURN

There being no further business the meeting was adjourned at 21:00.

12. SUMMARY OF PROJECTS ACTIONS

Note: actions are re-numbered after each meeting; closed actions are not listed.

No.	Category	Projects/Actions	Owner(s)	Status /Notes
1	Hall Related	OSB Roof replacement	Brian	Cost and options report to August meeting
2	Hall Related	OSB window resealing and painting	Brian	Cost and options report to August meeting
3	Hall Related	Main hall flooring overlay	Chris	Cost and options report to August meeting
4	Hall Related	Exterior painting	Karl	Cost and options report to August meeting
5	Hall Related	Replacement of Foyer Carpet	Michelle	Costing of uplifting, removal and replacement report to August meeting
6	Hall Related	Listing GRA halls on venue hire website	Michelle & Trish	Report to August Meeting
7	Hall Related	Finalize land sale deal with Mr Xu	Mick	
8	Hall Related	Design and cost replacement Pylon	Nika	
9	Hall Related	Curtain replacement	Tricia	Cost and options report to August meeting
10	Hall Related	Lawn repatriation	Tricia	Advise as required
11	Hall Related	Chair and Table replacement	Trish, Michelle	Options and costings report when available
12	General	Hall Booking System Re-development	Ivy, Ehsan, Steven, Michelle	Liaise with IT, GCT, Linsey
13	General	GRA website redevelopment	Ivy, Steven, Ehsan	Consult GCT first
14	General	'Community Hall' or 'Village Hall' questions	Nika	Review and propose
15	General	Limitation on fund accumulation and possible restriction	Steven	Report to August meeting
16	Community Related	Toy Library funding	Brian	Liaise with GCT
17	Community Related	Sea Scout storage 'Boat Shed'	Brian	Liaise with Sea Scouts
18	Community Related	Pursue a meeting with Mr Zhang re Salthouse property	Brian, Annie	
19	Community Related	Optimal solution for Rame Road	Brian, Karl, Tricia	Liaise with Upper Harbour Local Board
20	Community Related	Road safety concerns (speeding)	Karl, Brian	Liaise with Upper Harbour Local Board