

Rakino Ratepayers Association

Minutes of Committee Meeting

Thursday 20-July-2017 at 18:00

(NB: the June 2017 meeting was cancelled due to lack of quorum)

37-39 Ireland Street, Freemans Bay, Auckland 1011 (Alaska premises)

Present:

Rob Everall (RE)
Stephen Thomas (ST)
John Denton (JD)
Susan Plummer (SP)

Apologies:

Steve McCrone (SMcC)
Barry Bridgwater (BB)
Adrian Townsend (AT)

Chris Clews (guest)

1. Welcome / Apologies / confirm Quorum

Apologies were recorded as above.
Quorum of 4 was confirmed.

2. Past Minutes

Minutes from the previous Committee Meeting (**18-May-2017**) were circulated prior to this meeting and were proposed by the Chair for acceptance.

They were proposed for acceptance by JD and accepted unanimously for adoption and publication to the RRA website.

3. Finances and Correspondence

a) **Financial Report** – BB was absent and so there was no financial report.

Action: It was agreed that an update should be sought from BB through the Chair (SMcC).

ST provided printed/mailed bank statements to be forwarded to BB via RE.

RE confirmed that BB had advised ahead of the meeting of completion of an Excel version of the cashbook up to year end (30-June).

After some discussion, JD kindly offered to assist BB to pull the cash book into format for the accounts, although JD will be absent overseas during the period when the accounts are normally finalized. JD requested to get books to him prior to 31/7/17.

Action: RE and BB to discuss and action.

RE reported that the main transaction traffic in the month had been membership subscription payments following the mail out of the annual subs invoice to members (see below).

b) **2016-7 Membership Subs** – RE reported that 3 'newcomer' households were registered.

Overall, 48 households were registered as members as at meeting date.

Of these, 6 households had made a double payment in the prior subs year and this had been carried forward, as previously agreed within Committee, and those members advised.

Further, three members had already made a double payment for the current subs year, and there had been one overpayment of \$50.

Appropriate handling policy of all such payments for this year and future years (as well as underpayments) should be agreed by the full Committee and communicated to all members, as it creates a lot of Administrative reconciliation. **Carried forward to August meeting.**

c) **Correspondence IN / OUT** – RE circulated a written summary of all Correspondence, which is detailed in Appendix 1 below.

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Actions arising (if not already in actions summary below):

- Discussion with Mark Lockhart and John Mackenzie over nomination of Environmental Officer (EO) for Rakino (prior to October members meeting). Committee to liaise.
- Monitor response of Auckland Council to roading maintenance concerns and community feedback.
- Photos of SeaLink ferries in operation to be sought and forwarded to their marketing team via RE.

4. Community Hall Sub Committee

The sub-committee is Stephen Thomas, Sue Plummer and Chris Clews.

ST and SP were not able to provide an update on progress and CC was unable to attend this meeting. It was agreed that there was valuable input still to be sought from well-informed islanders. A sub-committee update is requested for the next meeting in August.

5. Sub-Committee (or Champion) for:

- Entertainment and Events
- Environment
- Infrastructure
- Funding / Grants

The RRA Anniversary date falls on 09-Oct-2017 marking 50 years.

The Labour Weekend Fair will be held on Sunday 22nd October.

ST agreed to sit down with Stacey and construct a framework document to give some outline and detail to the proposed event, which it is intended should be organized through a sub-committee.

JD reminded the Committee of the verified opportunity for aerial photography, whether shot from a plane or perhaps a drone-mounted camera, although an aerial photographer has not yet been found.

Action: ST and framework document for circulation

6. Review of Action Summary and Work in Progress

See following – individual actions updated and new ones added.

7. New Business

No new business was tabled.

8. Newsletter – next issue

Committee to contribute all ideas to the Chair.

9. Next Meeting Dates

Thursday 17-Aug-2017 – venue yet to be advised as ST is away on vacation.

Thursday 21-Sep-2017 – Alaska premises, Ireland Street, Freemans Bay.

The meeting closed at 19:35.

NB: Future Committee absences notified:
(ST - absent for most of August on vacation)
(JD - absent: 26 Sept - 2 Oct; 8 Oct - 31 Oct)

Meetings default to the third Thursday each month, unless by prior change, starting promptly at 6:00 pm – please diarise.

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Appendix 1: Correspondence Summary since last meeting (key items only)

26-May - Adam Tallentire, Belaire Ferries:

Thanks for those comments Kevin.

Rakino really is an interesting service with the two differing needs of the permanents and weekenders. While commercially it makes sense to chase the numbers and please the weekenders there is that need to provide "way of life" features that allow Rakino to exist and have the culture that makes it what it is.

I will discuss with AT, see what feedback we can garner and let you know how we get on.

On a side note I would like to thank you both for raising the issue and being able to discuss it in such a positive and objective manner. Some parts of our service can become very emotional for people.

Regards

Adam Tallentire Belaire Ferries Ltd Ph: 09 416 6344 www: www.belaire.co.nz

[This issue remains pending further advice from Adam]

26 May – Rakino Plague Skink action – summary circulated – latest from 12-July...

Hi Josh, Kevin H, Kevin W, Stephen, John and Judy,

I have been meaning to forward you this email and attachment for a little while now. This is the last site report for the Plague Skink incursion on Rakino.

We are pretty much finished this response, so thank you very much for your help here as we simply could not have done this without your help and support.

We do need to come over in the next few weeks and pick up the gear that we used as part of this response. Relating to this however, there are a number of items that if any of you would like to have on the island, we are happy for you leave for you. These are;

- Several large rolls of polythene – some unused, and some used as part of the fence.
- About 20 x 1.8 metre metal warratars.
- A 550 metre coil of high tensile fencing wire.
- Several bags of shade cloth clips (for holding shade cloth onto a wire)

If you would like any of these items, please let me know, and I'll leave them stacked on site for you to pick up, and let you know when they are ready. If more than one person puts up their hand I'll just leave you guys to sort this out between you ☺. We would also like to hold a BBQ, probably down at the main wharf community building, to thank you for your help with this work. Would you please be able to let me know what days and times would suit you guys best, and we will try and match a date for this.

Both of the above (removal of gear and BBQ) will be sometime in the next month or so, so dates in this timeframe would be great.

Thanks again for your help, and I look forward to hearing from you.

Kind regards,

Malcolm.

Malcolm Harrison | Senior Regional Biosecurity Advisor – Animals Environmental Services

DDI 09 8904078 Mob 021 241 6736

Auckland Council, Level 2 Bledisloe House, 24 Wellesley Street, Central Auckland 1010

Reply from Kevin Hester 12-July:

Hi Mal,

Thx for all your great assistance over the last weeks, the response has been wonderful.

I attended a public meeting at Waiheke Council Buildings last week where we discussed disaster relief.

One of the issues was having a store of tarpaulins or polythene for use in an emergency, perhaps after storms or roof damage perhaps from high winds.

I would like us to start accumulating resources for this purpose to be stored somewhere, perhaps the Hall and both the polythene and the warratahs and ties would be great for this purpose, thereby kept for the common good.

Anytime for the BBQ suits me

Best

Kevin Hester

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29 May – Rakino Trust (to John Vague)

Hi John -

You will see that we are still having problems with BNZ in getting the funds for Rakino Trust.

I did receive a telephone call on Friday afternoon from a new person at BNZ who had been given the job. She is going to check with her supervisor as to what steps need to be taken to close the account.

The Term Deposit is due to mature on 14 August 2017 so we will keep following up to get some action before then.

Hohepa Chartered Accountants Limited

Business Advisory, Accounting and Tax Specialists

Kathy Hohepa B.Com C.A.

Manager

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[This is for information only, as the Trust is not under the control of RRA but separate trustees. The next step will be for funds to be reinvested following the maturity date]

31-May Waiheke Local Board e-Bulletin – circulated to the Committee

06-Jun – Kevin Wragge and John Mackenzie in correspondence with Claire Warren regarding Myrtle Rust

‘Good morning Claire.

I’ve included John Mackenzie in this response and Rob Overall who is deputy Chair of the Rakino rate Payers Association. John is Rakino’s conservation guru with a deep passion for the Islands wellbeing.

John will phone to discuss the issue further although if you could provide information for dissemination by the Association that would ensure the community is fully acquainted with the problem and what can be done to mitigate/prevent spread.

Kevin Wragge

From: Claire Warren [<mailto:cwarren@doc.govt.nz>]

Sent: Friday, 2 June 2017 1:40 PM

To: onewhero@orcon.net.nz

Subject: Myrtle Rust and planting on Rakino Island etc

Kia ora Kevin,

Keith Gell has passed your details to me. I’m co-ordinating the myrtle rust response for the inner Gulf, and I just wanted to touch base with you about any native plant nursery or planting activities you have going on on Rakino Island.

As you are probably aware Myrtle Rust, a fungal pathogen affecting native and exotic plants in the myrtle family, has been discovered in Kerikeri, Taranaki and more recently the Waikato. DOC and MPI are currently working on the theory that it arrived in a recent storm event in the Taranaki, and it has spread to Kerikeri and the Waikato via the nursery trade. Given that pohutukawa, manuka and kanuka are myrtles that are key species in restoration programmes, DOC is closely monitoring activities so as to avoid inadvertent spread of the rust.

To cut a long story short, here in Auckland propagating and planting myrtles is still OK, as long as certain anti myrtle rust hygiene protocols are followed.

That’s why I wanted to have a chat – just to see if you’re propagating any pohutukawa and manuka as you had planned on your June 2015 plant list, whether you are planning to plant any myrtles obtained elsewhere, and to outline some simple steps you can take to avoid spread of the rust.

Will you please give me a call on 027 236 4401 so we can talk about this?

Many thanks Kevin,

Claire

Claire Warren

Acting Senior Ranger, Biodiversity—*Kaitiaki Matua, Kanorau Koiora*

Department of Conservation—*Te Papa Atawhai*

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06-June and 09-June – Kevin Wragge forwarded photos of island road verges and parking to Jodee McKay of Akl Transport. Jodee responded 11-July (had been away on leave).

Notification of Gulf Island Trust Meeting 20-July-2017 – circulated to Committee

14-June from Brian Shields – notification that replacement sign for the end of Askew Avenue is available to be installed to replace the damaged one. Chris Clews notified.

16-June – RE fielded an enquiry regarding Moorings from Scott Peters, referred him to the Harbour Master

19-June – Notice received from Lifepak regarding the defibrillator (no action at this stage, info only)

Physio-Control Lifepak 1000 Recall FA274 Update

Dear Valued Customer,

We consider it is timely to bring you up to date with the status of the current recall on the Lifepak 1000 devices.

The manufacturer, Physio-Control, has identified the cause of the issue. They are currently manufacturing the replacement parts required for the devices and scheduling training for those undertaking the recall work.

As yet we have not received a date as to when these parts will be distributed but have been led to believe this will be in the very near future.

During the time between us being advised of this recall and now we have put in a large amount of work in the planning and logistics of what we need to do as soon as the parts are available and are ready to act once we have received the required materials.

We apologise for the time delay between you being notified of this recall and the work being undertaken, this is unfortunately beyond our control, but be assured we are pressing the manufacturer to get this under way as quickly as possible.

For those that have completed and returned the appropriate paperwork we thank you for attending to this and ask that those that have not please get this to us as soon as possible so we can finalise our planning.

In the interim, please continue the checks recommended in the recall documentation, once recall work has been completed there will be a sticker placed on the device to indicate this and you will be able to revert to the original check regime.

Thank you for your patience in this matter,

Donald Brightwell

Service Manager | MedXus Limited |

A: Unit 4, 100 Fitzgerald Avenue, Christchurch 8011 | **PO Box 640, Christchurch 8041, New Zealand | **FP:** 0800 937 346 | **T:** +64 (3) 365 7403 | **F:** +64 (3) 365 7409 |**

26-June – notice of the 2017 Hauraki Gulf Forum's **Hauraki Gulf Marine Park Seminar - September 6** at Auckland Museum – Booking required. Circulated to Committee.

5-July –RE issued new year Subs invoice \$35 to full membership circulation.

Also issued notice to six households to confirm prior double payment in previous subs year, carried forward and so payment not sought for this year 2017-8.

11-July – Sealink marketing asked for photos of Rakino to be used on their website – circulated to Committee.

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Action Summary and Work in progress

Escalation of roading and drainage issues to Akl Transport, already instigated privately (see correspondence section appended). Committee to liaise with Akl Transport to follow through and improve working dialogue.	Committee ongoing
Expand on the outline 'way we do things round here' code for Rakino – AT agreed to ask wife, Tania, to give some thought to expanding this document.	AT
Commence regular reporting. Finalisation of RRA Accounts for FYE 30-June 2017 Implementation of Accounts Review recommendations.	BB
Liaise with Kevin Wragge to offer support for the Environmental Grant if needed/as requested.	BB
Development of strategic plan (inc. items raised in the AGM) and key strategic threads (e.g. Environmental; weed eradication; etc.) and major focal areas from Survey.	Committee
Committee to progress formation of Funding/Grant Sub-Committee to underpin RRA Strategy and improve leverage from available funding sources. Assemble calendar of annual community funding rounds and points of contact/reference (summary in March 2017 minutes)	Committee BB
Review of Rakino Budget data sourced by PW from AKL Council – this also fits with the formation of a Funding/Grant Sub-Committee noted above	Committee
Determine initiatives to increase membership – to be brainstormed (50/100, etc.)	Committee
Investigate grant options for seating at viewpoints (carried forward) plus replacement of Sandy Bay seating (raised at AGM) – carried forward for inclusion under Funding/Grant Sub-Committee focus	Committee
STANDING ITEM: generate copy for potential inclusion in the Rakino News.	Committee
Consider future island social events – new sub-committee to be formed	Sub-Committee
Consider 50 th Anniversary celebration of RRA – sub-committee to be formed, to consider an event on Labour Day weekend 2017. CARRIED FORWARD	Committee > Sub-Committee
Elect Chairperson. Review data and progress discussions regarding Community Hall options within TOR, first stage. First report due end-June 2017 (delayed).	Community Hall Sub-Committee
Fire Training – Winter 2017 - Hank and Bev to liaise with Rory and advise of any support they need from RRA. SP to liaise on behalf of the Committee	HP & BP SP
Action the recommendations of the Financial Reviewer for 2015-6 accounts. Effective from January 2017 – carried forward . New Financial Reviewer to be identified if requirement is confirmed.	JD / BB JD > Committee
Progress Rhamnus strategy with DoC	Mark Lockhart (or new EO if appointed)
Submit written perspective on Environmental priorities for Rakino. To join future Committee meetings as necessary.	ML (or new EO if appointed)

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STANDING ITEM: Liaise with Auckland Harbour Master regarding moorings.	RE
Sell remaining Bokashi Bin and Zing stock - ongoing. Complete terminal grant reporting to AKL Council – OVERDUE .	RE
Liaise with AKL Transport lawyers and Fee Langstone to terminate all lease activities (abandoned) Resolve financial position over legal account (RE) AKL Transport ground to be re-cleared of vegetation (slasher + working bees) to render it usable for community activities next summer.	RE ST / ALL
Liaison with Hazel Durkin (AKL Council) regarding proposed attendee at RRA Committee meeting.	RE
Reinstallation of replacement DoC sign for West Bay from the Council – now available in locked storage at the Community Hall. Liaise with ST over remounting the existing DOC sign at West Bay beach (washed away but saved)	RE RE/ST
Install large white dry wipe sign on Sandy Bay Wharf buildings.	RE / SMcC
Liaise with Adam Tallentire regarding consideration of future winter scheduling. (See also SP dialogue with Adam below to avoid double contact)	RE
Resolve Rakino community participation in Gulf Islands Trust Forum CARRIED FORWARD	SMcC
Liaise with Colin Maclaren regarding support for Fun Run certificates for 2018 (generic format).	SMcC
Liaise with Belaire Ferries regarding unaccompanied luggage policy. Sue to liaise with Steve.	SMcC / SP
Newsletter content (ongoing) – next issue: August 2017 (was due in June) To include: <ul style="list-style-type: none"> • Notice on Labour Weekend Events and availability of Rakino-themed merchandise from Stacey Thomas • Update on Pest Interventions / environmental matters – Thank you to those who assisted DoC with the Plague Skinks. Incidental procurement of tarps, etc (see correspondence with Kevin Hester) Concerns over myrtle rust and measures required. • Note on roads/ roading – driver speeds, abandoned vehicles and AKL Transport, unlicensed drivers (safety concerns) • Replacement DOC sign for the end of Askew Ave PLUS lower sign in West Bay will need to be remounted as it got washed out by flood waters. Access still difficult. 	SMcC + Committee
Fire Fighter List – Hank Postmaa to set up text alert list from list of trained firefighter islanders. Carried forward, SP to check with HP on latest status.	SP & HP
Complete post-event review of Dragon Boat Event Plan for any improvements and post to Drop Box (send via RE).	SP / RE
Construct framework document for the Labour Weekend Market Event to be held on Sunday 22 nd October. Feeder input for sub-committee to take forward.	ST

Committee members are reminded to review and print your own copies of all materials circulated prior to the meeting, forwarding amendments / corrections where necessary in advance to the Secretary, in order to optimize the discussion time available in meetings.