

Rakino Ratepayers Association

Minutes of Committee Meeting

Thursday 21-Sep-2017 at 18:00

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

Present:

Steve McCrone (SMcC) Stacey Thomas (guest)
Susan Plummer (SP)
Stephen Thomas (ST)
Rob Everall (RE)

Apologies:

Adrian Townsend (AT)
Barry Bridgwater (BB)
John Denton (JD)

Chris Clews (guest)

1. Welcome / Apologies / confirm Quorum

Apologies were recorded as above. Quorum confirmed. AT was unable to attend but phoned in to participate in discussions about the AGM/50th Anniversary event with Stacey Thomas. The item run order was therefore juggled to accommodate attendee's availability, starting with item 5. but for ease is written up below in the original agenda order.

2. Past Minutes

Minutes from the previous Committee Meeting (**17-Aug-2017**) were circulated prior to this meeting and were proposed by the Chair for acceptance.

They were proposed for acceptance by SMcC, seconded by RE and accepted unanimously for adoption and publication to the RRA website.

3. Finances and Correspondence

a) **Financial Report** – none provided.

b) **2016-7 Membership Subs** – RE reported that:

Overall, **73** households were registered as members as at meeting date.
15 households have yet to renew for this year who paid last year
7 households have yet to renew who were last members two years ago.

An appropriate handling policy of double subs 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 AGM in order to propose to membership – see Actions Summary.

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

4. Community Hall Sub Committee

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

RE reported on the visit by Council representatives and Waiheke Local Board members, and thanked CC for his efforts at both organizing and hosting the meeting, as well as paying all out of pocket expenses for both food (CC) and transportation (CC and Stephen Wong respectively). This was very much appreciated by the Association on behalf of its membership.

Separate minutes of that meeting had previously been circulated to the RRA Committee.

SP reported that an initial review of the building had been completed and a report was in review accordingly, but had not yet been released. The key issue will be availability of funding.

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5. Sub-Committee (or Champion) for:

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

The RRA 50th Anniversary date is 09-Oct-2017.

The Labour Day Weekend Fair to mark this Anniversary will be held on Sunday 22nd October. This was the first item discussed in the meeting to allow for guest attendees.

Stacey Thomas kindly agreed to project manage this event, with volunteers required to take responsibility for specific activities to assist with logistics (moving both people and equipment).

A notional RRA spend budget of \$2,000 was unanimously agreed (proposed: SMcC; seconded: AT by phone) to help shape events and the level of support that RRA would be able to give on behalf of its members.

Sponsors will also be approached for prizes and contributions; gold coin donations would be sought at any reasonable opportunity in order to offset costs and to gather funds for future work on the Community Hall, which should be the beneficial focus of the event.

The details of the event, plus a costs schedule, will be documented separately following further discussions between ST and committee members.

As a working outline, the draft running order on Sunday 22-October will be:

Morning – time TBC	Kids Fishing Competition
12:00	AGM – all members
Afternoon	Rakino Island Fair with focus on kids activities and family fun
Late Afternoon Early evening	Band 1 Band 2

6. AGM Planning

The AGM was agreed to commence at 12:00, allowing time for the morning ferry arrival and to make way for the afternoon of events to follow immediately afterwards.

JD has single-handedly completed the annual accounts, and the Committee acknowledged his effort and professional oversight.

These are to be compiled with the Chairman's report on the year into one Statement of Service Performance document for circulation to members ahead of the meeting, together with nominations for the election of Committee members for the year 2017-8.

Two items to be reported for member comment/agreement are:

- agreement to the resolution about having a bi-annual financial review of the accounts, rather than annually.
- agreement on how double subscription payments should be handled for this and future years.

Action:

- SMcC and BB to sign off the annual report
- RE to circulate to membership to meet statutory timelines

7. Review of Action Summary and Work in Progress

See following – individual actions updated and new ones added.
See also Correspondence summary below.

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SMcC asked that all actions be completed as a matter of priority wherever possible before the AGM and status/completion confirmed to RE by individual Committee members.

8. New Business:

- Beach Clean Up – see correspondence section below – financial support agreed unanimously.
- Membership push – encourage non-members to subscribe at the Market Day
- Disaster Phone Tree – proposal from Kevin Hester – carried forward for future meeting.
- AT raised a query about planting fruit trees on the island in public areas, and possibly the creation of a community garden, with plant donations from within the community. It was agreed that he should liaise with John MacKenzie (E.O.)

Committee-Appointed Officer Roles for 2017-8 (closing an action from previous minutes):
Hank Postmaa has kindly agreed to continue as Fire Officer.
John MacKenzie has assumed the role of Environmental Officer.

9. Next Meeting Dates

Sunday 22-Oct-2017 – AGM 12:00 p.m. – Community Hall, Rakino Island

Thursday 16-Nov 2017 at 18:00 (Alaska premises)

Thursday 21-Dec-2017 at 18:00 (Alaska premises)

The meeting closed at 20:05.

NB: Future Committee absences already notified:
(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)

18-Aug-2017: Gray Treadwell (upon registration)

'Thanks for the clarification. Yes this is fine thank you

For your amusement -the thing that prompted me to do it now after such a long delay was looking at the cool new conservation website -with the link on it to the ratepayers association.

[I wonder if for laggards like me it is possible to set up an annual auto pay so we can forget about it and the association still gets the money? I suppose it is possible that I am the only one late but I suspect not, despite no doubt the best of intentions by everyone :) but an auto pay is a pain if the annual amount changes, so perhaps I just need to man up and pay more attention to too many emails.]

Cheers

Gray'

18-Aug – Dylan Hinchey re: Market Day

Hi Rob and Steve

Yeah it'd neat if a lot of people got involved pedalling whatever medicine. Last Easter with markets, movies and music was a special treat!

Can you see if the RRA will assist with transport of the musicians from Waiheke? Stu Burt will probably bring them across so it would be nice to recompense him.

The band is led by Alan Knight who has performed here before though in a theatre production. He also happens to be a Beer brewer of the highest calibre which I know the community will benefit from on that Sunday eve. 😊 At this stage I was thing Alan would kick ifc at 7:30 pm on Sunday and do an hour and a half set. Then maybe another small act and Holly for the Grand finale.

I'm seeing if a story teller might come as well.

Cheers,
A0

(RRA ACTION: financial support for the event agreed with notional overall budget. Spend and allocation to be co-ordinated through Stacey Thomas, Project Manager for the event. It is hoped we can defray individual entertainer transport costs (people/equipment) through members volunteering to assist with private vessels, etc.).

22-Aug-2017 – (via Lisa Holliday listing on Friends of Rakino)

Hauraki Express Water Taxi link appended to RRA website by William Denton upon request from RE.

24-Aug-2017 – RE to Christine Herbert (Akl Transport) ref; broken solar panel on wharf light

Breakage reported and reported as fixed subsequently on 29-Aug-2017

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28-Aug-2017 From Kathy Hohepa on behalf of Trustees, also Trevor Thwaites.

'Hi All

John Vague has been in touch today and advises he will be reviewing the Trust documentation and considering the position of where & how to invest the money with Trevor Thwaites over the coming week. We hope to have some results early next week'.

28-Aug-2017 – RE to Committee

Circulated details of latest WMIF invitation for funding

29-Aug-2017 – from Adam Tallentire, Belaire Ferries

Copied on response to query lodged by Kevin Wragge regarding dogs and children on ferry. Adam will advise the crew to keep an eye on things.

31-Aug-2017 – note from John MacKenzie regarding Restoration Plan and survey

\$5k funding in place for Kevin Parker to carry out restoration plan survey. Would like to make a presentation at the AGM.

Action: Kevin Parker to make a 15-20 minute presentation to RRA members with the opportunity for questions in open forum after closure of the AGM meeting.

01-Sep-2017 – Stacey Thomas

Advised of change of plans and postponement of Market Day until Xmas/New Year. Offer to assist with Anniversary planning.

Action: Stacey Thomas appointed Project Manager

04-Sep-2017 – Rakino Trust

John Vague trying to get in touch with Jude Maclaughlan regarding becoming a Trustee. Passed on to Jude.

18-Sep-2017

John Vague made contact with Jude Maclaughlan regarding her becoming a Trustee for the fund.

06-Sep-2017 – copied on correspondence string by Kevin Wragge

Regional Environment grant application. May consider an application for a green waste collection point and also asked about the AT land being mowed.

Action: ask John MacKenzie to maintain liaison for the Committee

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12-Sep-2017 Kevin Wragge

Community planting dates proposed, with the first deferred to 23-Sep-2017 with three additional dates diarized on the Environmental website.

Action: communicate updates (Ecological page, Friends of Rakino, general mailing to members).

12-Sep-2017 from John MacKenzie Beach clean up proposed for January 2018 with Caroline Beasley volunteering to run it – RRA to consider \$'s contribution

'Hi Rob, hope you are well.

I am thinking of organising a beach clean up early January on the Island. We have had them in the past and they have been fairly popular.

Would the association be prepared to chip in a couple of hundred dollars (\$250) for a BBQ and some prizes for the kids following the clean-up.

Our beaches aren't too bad, most people take care of them but it does achieve a purpose on some of the less traveled beaches and is a great social event.

Your thoughts would be appreciated.

Cheers John'

Action: RRA financial support is agreed unanimously (Proposed: SMcC, Seconded: SP) and open offer of support with broadcast of information.

Already published on John's Eco web site. Notional date is 5th January 2018

28-Aug to 14-Sep 2017 Kevin Wragge in email exchange with Jodee McKay of Auckland Council regarding roading and roadside drainage and maintenance

The discussion has not really progressed with increasing entrenchment evident. KW considering making a request under Official Information Act.

19-Sep-2017 – mowing

'Morning Kevin

Just to let you know I've received your email. I will get back to you with details on our mowing specifications.

Could you please be more specific on the other areas that require maintenance you mention below?

Naku noa na | Regards

Bridget Velvin | Senior Maintenance Delivery Coordinator, Community Facilities

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Operations Division | Auckland Council

KW responded same day with more information.

Action: RRA to work harder to develop these relationships and dialogue. RE to email Jodee and Bridget to initiate dialogue.

From 13-Sep-2017

Plenty of positive feedback on the Newsletter – well done, Steve!!

Adam Tallentire asked to reproduce material on Pests and Myrtle Rust to include in their own guidelines to ferry travellers, copy will be provided for approval by RRA.

14-Sep-2017 – Kevin Wragge suggested that RRA might contribute material to the Gulf Journal

See <http://gulffjournal.org.nz/>

<mailto:contributions=gulffjournal.org.nz@mail236.atl121.mcsv.net>

18-Sep-2017

Chris Clews circulated minutes from the Council visit to Rakino to attendees; RE circulated to RRA Committee.

Action: Sub Committee to present to membership at AGM

21-Sep-2017 – Volunteer BioSecurity Conservation Groups

Kevin Wragge circulated details of key contacts for Conservation matters – copied below.

Kevin Wragge
Rakino Island Residents Association Environmental

20th September 2017

Dear Kevin,

Points of contact for volunteer conservation groups

The inaugural Auckland Festival brought together over 400 people from some of the 450 Auckland conservation-focused community groups who are actively fighting pests and restoring ecosystems. During and after the festival, we received clear feedback from community groups, organisations and landowners that an important priority for Auckland Council to address is ‘access to staff and resources’.

To improve access to staff and resources, we have identified key points of contact for your groups’ conservation work as follows:

Primary contact: Biodiversity
Name: Michael Ngatai

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Email: michael.ngatai@aucklandcouncil.govt.nz
Role: Provide ecological restoration and indigenous species management advice

The role of the primary contact is to make it easier for you access to the council by:

- Supporting your group to implement volunteer-led conservation projects on community and local parks in the neighbourhood.
- Providing or facilitating technical support and advice from within the organisation.
- Providing context and awareness of nearby activities, opportunities to connect and achieve efficiencies.
- Assisting you to reach the right contacts within council.
- Making your group aware of council funding opportunities.

Biosecurity: Deryn Dromgoole
Email: deryn.dromgoole@aucklandcouncil.govt.nz
Role: Provide pest animal and pest plant control advice, and support with resources.

All staff can be contacted by telephone on 09 301 0101.

To provide opportunities for greater connection between community groups we are currently revamping our existing quarterly Pest Liaison Group meetings. We will present the suggested enhancements to the next Pest Liaison Group meeting on 22 November for feedback to make sure we deliver what community groups want and need. We also have plans for greater digitally-based connectivity between Auckland conservation groups and are reviewing existing initiatives, for example Naturespace, to see how these could be further supported.

For further regular updates on these initiatives and anything else relevant to achieving Pest Free Auckland, please sign up [here](#) to receive our newsletter.

Yours sincerely



Brett Butland
Pest Free Auckland Programme Director

Action: for co-ordination through John MacKenzie (EO)

21-Sep-2017 – AT Roading – Jodee McKay

Kevin Wragge responded to Jodee with an update on continuing concerns regarding the current state of island roading.

Action: as above – need to improve working dialogue with Auckland Transport

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New Member Registrations:

- Gray Treadwell – 17-Aug
 - John and Carolyn MacKenzie – 12-Sep
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Action Summary and Work in progress

Commence regular reporting. Sign off of RRA Accounts for FYE 30-June 2017 for presentation to membership at AGM.	BB / SMcC
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 from AKL Council – this also fits with the formation of a Funding/Grant Sub-Committee noted above.	Committee
Determine initiatives to increase membership	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
Deliver 50 th Anniversary celebration of RRA – 22-October-2017, afternoon and evening.	Committee > Sub-Committee headed by Stacey Thomas
Review data and progress discussions regarding Community Hall options within TOR, first stage. Report to membership at AGM on 22-October-2017	Community Hall Sub-Committee
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
Develop overview of Environmental priorities for Rakino, to include Rhamnus strategy (in conjunction with DOC). To join future Committee meetings as necessary.	John Mackenzie
Circulate Chairman's Report and Statement of Service Performance for 2016-7 to members ahead of AGM and in line with the RRA constitutional requirements.	RE
STANDING ITEM: Liaise with Auckland Harbour Master regarding moorings.	RE
Sell remaining Bokashi Bin and Zing stock - ongoing.	RE
Liaison with Hazel Durkin (AKL Council) regarding proposed attendee at RRA Committee meeting. Develop dialogue with Jodee McKay and Bridget Velvin.	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 / CC RE/ST
Install large white dry wipe sign on Sandy Bay Wharf buildings.	RE / SMcC
Propose to members at AGM how double subscription payments should be handled for 2017 and ongoing. (Item not discussed in September Committee meeting)	SMcC

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Options: <ol style="list-style-type: none"> 1. Refund automatically to member by direct credit 2. Contact member and offer to refund – member discretion 3. Banked as a donation in addition to subs – no further action (recommended) 4. Roll forward to next membership year as a pre-payment (with reconciliation and accounting administration incurred) 	
Escalation of roading and drainage issues to Akl Transport, already instigated privately (see correspondence section appended). Committee to liaise with Akl Transport's Jodee McKay to follow through and improve working dialogue and exchange.	SMcC
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
http://adrian895.wixsite.com/rakinoisland/contact Potential to use some of the material in the existing RRA website or to link the content as appropriate? Action: SMcC to review material and look for opportunities to consolidate.	SMcC
Development of overall strategic plan (inc. items raised in the AGM) and key strategic threads (e.g. Environmental; weed eradication; etc.) and major focal areas from Survey.	SMcC / Committee
Newsletter content (ongoing) – next issue: TBC (year end?) To include: <ul style="list-style-type: none"> • TBC. 	SMcC + Committee
Construct framework Document for the Christmas/New Year Market Event to be held in Dec/Jan (TBC). Feeder input for sub-committee to take forward.	ST & Stacey T
Consider future island social events – new sub-committee to be formed	Sub-Committee

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.