



Minutes of the Committee meeting held Saturday, 2 December 2023 8.35 am.

At the Surf Club

Present: Ruhi, Kim, Neville, Jennie, Rob, John, Bruce, Jill, Carol, (online)

Apologies: Erika Alan, Anna, Dave Ryan

Meeting Minutes: 11 November 2023

Moved Ruhi/Kim. Carried

Matters arising from the minutes:

Some confusion re whether the community plan was being updated or not. Confirmed John and Neville wrote the submission on the TCDC long term plan (LTP) based on the community plan, but the community plan wasn't reviewed as this would take community consultation. LTP submission has been submitted and acknowledgement received from both local councilors (Terry and Gary) and Dave also responded.

Forum

Discussed whether a forum was needed and the decision was made to proceed with one on Saturday Jan 13th.

Moved: Neville/Rob

This forum could provide ideas and info on what the community feels is important for the community plan and provide the new committee with ideas. It was noted the community plan should be updated in line with the councils LTP process (updated/reviewed every 2-3 years, and underway currently) but as consultation takes a while it won't hurt to start with the forum in Jan 2024.

INWARDS/OUTWARDS Correspondence

Tabled and taken as read.

Moved Kim/Ruhi. Carried

Actions arising from Inwards/Outwards

Kim to follow up again on the showers

Ruhi to check if signage has been repaired and follow-up if not

Treasurers Report

November accounts

Moved: Jennie/Bruce carried

Annual Accounts



Jennie to update accounts for AGM and recirculate to the committee for sign-off at the same time submitted to the auditor. Also to note when contacting the auditor that these need to be provided to members by 18 December at the latest (would prefer to send by 15th).

- Dpn needs to go through to fixed assets
- Accounts to go out unaudited with AGM notes
- Auditor has been away, has checked in MYOB for some details
- Notes re donations to be added.

All: committee will be required to review annual accounts and approve by email
Committee agreed unaudited accounts can go out if not completed in the required time frame (the AGM notice of meeting must go out 14 days pre the meeting), but Jennie will need to provide audited ones to be circulated prior to AGM when they are completed.

Jennie: to provide updated list of members to Kim asap please (as will need final list for AGM plus need to put labels on these for 23-24 so they can be emailed AGM info.

Events (Sandra Roberts)

A very successful 70's night was held on November 25th with 23 booked (3 did not come) in for an awesome night of music and dance and song. Everyone commented on how great the food was, with some even saying it was the best meal they had ever had.

The effort that went into decorating and preparing the music and song sheets was huge and resulted in a very well-run night. A big thankyou to Sandra.

Morning tea had 11 people and again very nice choice of scones and muffins on offer. It was also an opportunity to hear a few interesting "facts" about each other based on drawings!

UPCOMING EVENTS: tbc by new committee and team in the new year

Environment and Maintenance

Bruce has completed a lot of weed spraying over the last few weeks and has organised for the Whitiporirua road end clean up to happen. Also has organised a clean-up for the track to Octopus Bay on 9th Dec.

To Do (includes previous months so can keep a running tally)



- Bruce and Rob want to clear Tuna place creek of debris but have to wait until the water levels drop- probably sometime in January now
- Bruce to remove one of the camelias at the platform by lake walk platform
- John and team will do the walkways on Monday 4th Dec
- Rob to fix the step on lake walk at west end by the seat.
- Seat under the trees on the south end hill – view being screened by self seeded pohutakawa tree which needs to be removed. Ruhi noted council does not allow chainsaw use on the reserves

Postscript- forgot to mention Les mentioned when he was talking to council and Doc re dune protection that they wanted boats removed. Les indicated he was going to organise doing this and moving them to under the pohutakawas and if they were still there at the end of summer they would be removed. This needs further discussion by the new committee.

Normal updates from the community groups will be part of their annual reports. Have received one from the Reserves group and Dotterel team. Waiting on chairs report and predator control, dune protection and surf club.

Community Board Meetings

Nothing to report. John had checked agenda.
ORCA has submitted on the LTP.

General Business

Proposal to send info to all non-orca emails re ORCA activities.

Committee agreed we should send out a note detailing what ORCA does. Kim drafted a letter (see attached) and this was read to those present and accepted as okay to send out.

Moved: Kim/Neville, carried

AGM Pack

Chair report, Annual Accounts, Notice of meeting, Nomination form, Proxy form and reports from working groups, sufclub etc

Committee agreed to ask for nominations for committee pre AGM

Tasks

Carol to bring coloured cards for voting in case needed.

Carol to print off members list

Jennie will use petty cash and manage membership forms on the day

Rob, Neville and John to check people off

Kim -speaker

All- set up be there at 9am



Committee

Continuing: Carol, Jennie, Kim, Rob, Bruce

Standing down: Neville, John

Unsure: Ruhi, Jill

Ruhi to check : Alan, Erika, Anna

Market day (please check list for your actions)- this is from November meeting with new ones added in yellow

42 so far plus 4 hopefuls 52 / 54 available plots

5 unpaid totalling \$365 - (sites 5,6,11,28,34) over \$3500 plus daily takings

No to ORCA doing sausage sizzle but **Ruhi will check with Spa and Carol will check with Jo re fire brigade**

7.30am Bringing gazebos and tables and chairs from container to site 1 and the bins from Ruhi's garage

- **Ruhi and helper-** Paint the plot numbers on evening 27th or morning of 28th
- **Carol** will contact person re the kiddies train which will need to be on asphalt, ie at the tennis court carpark. Will need to block off so no-one parks there.
- **Ruhi** will organize someone to do cake store
- Secondhand Bookstall for market day- flier by **Carol– Erika** to organize collection and storage at her place. Happy to provide her number for people to contact prior to delivering. Kim happy to help on the day. Bag of books for \$5. \$2/book till lunchtime.
- **Ruhi** to check with Erika when to send out reminder note (bearing in mind some people will want to bring books with them from home)
- **Rob and Neville (Bruce T)** will man the gate for market day night 28th
- TCDC said that any campers staying overnight have to be self contained. Alternative option beside the spa for those that aren't. **Carol to notify those who are not self contained**
- \$10/ spa and showers- will be monitored by spa team.
- Notices need to be erected on SH25- **John**
- Rubbish bins- **John and Bruce Scott**
- Permit for this year's market (received) – forwarded by Ruhi



- Signage for market day- have \$ available. **Carol** to organise a sign saying ORCA EVENT so can be used for any events we have.
- Gazebos for market day- **Anna and family, Alan and Neville**, others around – morning of 29th. **7.30am**
- Beach Dig- **Rob**, 2 helpers from Anna.
- CFM- **John**
- Gates from 7.30am on morning 29th- **Ruhi** will ask Sandra Carley – needs another charged RT from **John**
- **Paint a dotterel -Chris and Les**
- Cake stall-Anna help at the stall. **Ruhi** will ask Jill if she can organise baking
- Yes to Raffle- \$100 prize-**Carol?**

Xmas Carols and Grotto

- Marque to be erected - 16th Dec. 8.30 start. **Alan, Rob**, will pick it up from container with chairs and tables
- **Carol** is managing the process. Will do the song books and Xmas cake (from Lions- Provide Jennie with a note about price etc) Kirsty will do the tree (**Carol to organize**)
- Earl has put up hand to be father Xmas. Morris minor this year.
- Lollies from Carol
- **Jill** to drop off father xmas suit to Ruhi
- Xmas lights- **Alan/Erika**
- Xmas grotto in Whangamata- **Kirsty Paterson** Whangamata, Diane and Sandra A
- *Note the idea of getting new people involved and a one-page runsheet was so that others could share the load. These are still to be completed for some activities, especially the market day and xmas carols.*

Summer Splash

Bruce to do a short one with some key dates and notices

Freedom Camping letter

The letter circulated be sent to all those it is addressed to but also include the TCDC CEO , Aileen Laurey

Move: Kim/Rob, Carried



Other

Ruhi suggested we buy a present for Dave to show our appreciation of his input and help. Committee very happily supported this.

Potted rose was suggested as he enjoys roses. Apparently Wairere Roses has a good selection (Gordonton). Around \$100

Also, Ruhi thanked those stepping down and the rest of the committee, including those that weren't present for all their help and input this year.

Meeting closed at 9.55 am

AGM Jan 2nd