

Minutes of the Committee Meeting Saturday 11 October 2025 8.30am

Held at the Onemana Surf Life Saving Club

Present:

Rob, Annabelle, Bruce, Carol, Christine, Leticia, Ruhi

Online Attendance:

Anna, Murray

Apologies:

Jennie, Kim, Neville

Approve/Amend Meeting Minutes of 21 September 2025:

No changes required to the minutes.

Moved - Ruhi

Seconded - Leticia

Action Points from the Meeting 21 September 2025:

- Rob & Bruce have met with Les and re-positioned the volleyball net.
- It was noted that there has been no more tampering with the net since the shift.
- Mulch for Tuna Place has been organized
- Market Day action points to be discussed under General Business
- Elections reminder email has been sent out
- The information pack advertising was discussed. Bayleys support the cost of the printing and the isite. It was decided to remain with the status quo.
- Christine will contact Kim regarding training for the secretarial position.

Correspondence (Inwards/Outwards):

The basketball court will be covered under General Business. There were no other matters arising from the correspondence.

Treasurer Reports:

Income: \$nil

Expenses: \$207.00

Bank Account: \$19,710.66

Term Deposits: \$22,573.54

Rob delivered Jennie's treasurer's report.

- The invoice has been sent to the TCDC for the basketball court funding (\$35,000), as requested by the Council.
- The BNZ has been requested to break the two term deposits. This has been arranged with 31 days notice, and will be deposited into the savings account on 4 November 2025.
- Market Day stand payments received to date total \$2,340.
- The end of year adjustments (depreciation) have yet to be made to the accounts.
- The TCDC funding will be shown as income in advance.

It was noted that the \$35k has now been received into the ORCA bank account. It was also noted that the subscription invoices have not yet been sent out. Murray commented on the need to keep addresses and contact lists up to date under the new constitutional requirements.

Discussion was held over the signatories to the bank account, as Kim will be stepping down from the secretarial role at the AGM and will need to be removed from the authorised signatories list. Two signatories are required to approve payments. The Chair, Treasurer, Secretary, Carol and Ruhi were agreed as the ORCA Bank Account Signatories.

Action Points:

- Jennie to send out the annual subscription invoices.
- Carol to follow up on all outstanding market day site fees.
- Jennie to arrange changes to the BNZ signatories, with Christine to be added & Kim to be removed.

Moved - Bruce

Seconded - Annabelle

Events:

No events have been held in September, apart from the community morning tea. The next morning tea will be on 30 October. A bingo night is being planned for mid-late November (date to be confirmed). For another event, Neville will liaise with Glen (local singer) regarding a weekend that he is available to perform.

Onemana Pools are having their annual information day on the Saturday of Labour weekend (11am-12pm). They also promote Onemana as a whole, with the help of an ORCA representative. Annabelle offered to assist this year. Carol requested that a flyer be sent to those on the ORCA database advertising the information day. This was agreed.

The annual Christmas Carols event will be held on 23 December. This year they will be asking for a gold coin donation for the song sheets. Funds raised will go to the foodbank. The carols are held in conjunction with Whangamata Ratepayers Association. A grant is received from TCDC to go towards the cost for the event, such as the sound equipment used at both venues.

Action Point:

- Neville to liaise with Glen regarding his availability to perform.

Environment & Maintenance:

Rob delivered Les' report. There have been 14 rat kills, bringing the year to date total to 115. The Opoutere school children, in conjunction with the Coast Care group, held a planting day on Friday 10 October, with 312 new plants being planted. An additional 268 plant will be planted on Monday 13 October, by the normal environment & maintenance group.

The top of the island at the entrance to Onemana has been cleared. The Pohutukawas will be taken to the tip next week. Kathryn and Sandra C have been maintaining the Arthurs Pass area. Bruce has sprayed the lakes area and Arthurs Pass. Ruhi has sprayed around the ORCA container.

Community Board Meeting:

There was no community board meeting in September.

New Members Approved:

There were no new members in September.

General Business:

Basketball Court Update:

The half basketball court funding of \$35,000 has been received. Resource Consent Report has been completed with the recommendation that our application be granted. However, given the conflict of interest with the Council being the landowner and having provided funding for the project, the final decision has been put out to a commissioner. Rob has been advised this could take 2 to 4 weeks. No further information has been received to date.

Constitution Changes:

Bruce advised that there should be an explanatory report alongside the draft Constitution, to present at the next AGM.

Christine noted that the quorum for the committee meetings is 5 under the current rules and will be half the committee (6) under the new constitution. Given that a few committee members were away for the last meeting, it was suggested to change the draft constitution to 5, rather than half the committee members.

Moved - Christine

Seconded - Bruce

Action Points:

- Bruce to draft the explanatory report for the AGM
- Bruce to update the draft constitution quorum number to 5.

Donations:

Bruce suggested making donations to the organisations that have supported ORCA through the use of their facilities. It was suggested to donate \$500 to the Onemana Surf Club, and \$500 to Onemana Pools. All agreed. Any other donations to be considered should wait until after the basketball project is completed.

Action Point:

Jennie to arrange for the donations to be made.

Moved - Bruce

Seconded - Ruhi

4WD Vehicle Damage:

Murray enquired about the progress of using concrete blocks on the firebreak alongside Whitipirorua Road, to deter the 4WD vehicle damage. Rob advised that Rayonier has filled some of the deep ruts created by the 4WD vehicles. No work could be completed until Spring, as the ground was too wet during Winter. Rob will arrange for another meeting with Rayonier to discuss future work.

Action Points:

Rob to arrange a meeting on site with Rayonier representative.

Marquee:

The dates for the use of the marquee were confirmed. The marquee will be put up on 13 December (postponed to 14 December if weather conditions poor). The marquee will come down on 10 January 2026.

Christmas Tree Lights:

It was agreed that the Christmas tree Lights should be put up this year. Alan put them up last year with the help of the fire service.

Action Points:

Ruhi to ask Alan to put up the Christmas Tree Lights this year.

Family Fun Day:

The run sheet for the family fun was discussed. Coromandel FM will not be able to attend due to a prior commitment.

A summary of points discussed below:

- John Freer will MC
- Prizes have been paid for by ORCA (no sponsor)
- Set up crew will now include Bruce. Some of the set up will take place on Saturday.
- Onemana Pools are organising the BBQ (Johan)
- Christine McDonald is looking after the dotterel painting
- Nick (Onemana SLSC) has requested an email regarding the game the club will be looking after (tube throwing)
- Neville will judge the Teddy bear competition
- There are various items that each helper will bring which are scheduled in Anna's email/run sheet
- The people involved in each event are scheduled in Anna's email/run sheet

Action Points:

- Anna to email updated helper list and run sheet
- Ruhi to contact Nick regarding the tube game
- Anna to arrange Advertising for the event on CFM

The meeting was closed at 9.35am

Next Meeting:

8 November 2025

Summary of Action Points:

Rob:

- Arrange a meeting with Rayonier representative.

Jennie:

- Arrange changes to the BNZ signatories.
- Send out the annual subscription invoices.
- Arrange for the donations to be made to Onemana SLSC & Onemana Pools

Ruhi:

- Ask Alan to put up the Christmas Tree Lights this year.
- Contact surf club re Family Fun Day game

Anna:

- Email updated helper list and run sheet
- Arrange advertising for the event on CFM

Carol:

- Follow up on all outstanding market day site fees.

Christine:

- Contact Kim for training for the secretarial position.

Neville:

- Liaise with Glen (local singer) regarding his availability to perform.

Bruce:

- Draft the explanatory report on the constitution changes for the AGM.
- Update the draft constitution quorum number to 5.

Future Meeting Dates:

Date	Morning Tea	Date	Morning Tea
15 February	Carol	9 August	Ruhi
8 March	Rob	13 September	Christine
12 April	Neville	11 October	Annabelle
10 May	Christine	8 November	Carol
14 June	Bruce	13 December	Anna
12 July	Jennie	2 January 2026 AGM	