

Minutes of a Meeting of the Stillwater Residents and Ratepayers Association Executive

Date and time of meeting: 7.11pm Wednesday 15/2/17

Location: Stillwater Hall

PLEASE NOTE ALLOCATED TIMES WILL ENSURE MEETING IS COMPLETED BY LOL

	Item	Who	Notes & Action Points
1.	Opening -welcome, apologies		Apologies, Irene: Attending Steve, John, Colin, Sue, Aileen, Ann, Michael
2.	Conflicts of interest declared		None
3.	Approval of minutes of the last meeting Wednesday 18/1/17	SK, JD	The minutes were amended to reflect that Sue did not attend that meeting.
4.	SK contacted Deb re tables and Bouncy Castle for Raft Race and covered off our desire for an exclusive table.		
5.	Newsletter will be produced for 26/2 – articles sought please, or at least topics		
6.	Hall bookings have been slightly messed up due to email issues. This is being watched for any needed fixes.		CS
7.	Facebook Hall page still to be “owned” by SRRA. Colin has set up a SRRA FB page to own it and provide transparency.		CS
8.	Hall security and kitchen steam issue, and the front door handle being dealt with by Steve via the Council's maintenance website. No one at Council will do anything for us, we have to use that call it in process. Security review to be done review instructions and get quotes for guard callouts coming from Silverdale.		SK
9.	Deck extension is now being fully funded by Council after some initial doubts and discussion was had about ensuring the works do not happen when the upcoming wedding booking happens.		SK/CS/CK
10.	Combo lock is now in place on the under Hall area. SK to give Council the access code. Jeff has done work at the back of the hall and the levelling of the ground on the Nursery. Invoice to come.		SK
11.	Signboards - Jeff has not yet been able to review but Mary has a friend who can do the work quickly. Mary, can we have a quote from him for the work.		MG
12.	The Hall Temporary Noticeboard to stay until we convince Council to do the fancier branded sign with a statement as to the Hall and pointers to the walkway and contacting the Hall organisers, SRRA. Aileen is to work up a draft signage idea for		AL

	submission to Council.		
13.	SK to chase lighting for the coming Winter on the Hall driveway		SK
14.	Constitution draft ongoing with Colin		CS
15.	Treasurer – Reports were circulated ahead of the meeting. Electricity costs are high due to 3 Phase Power. Colin is exploring us being able to downgrade to normal domestic levels. Current costs are \$500 a month. add other overheads we need \$1000 a month to cover costs.	CS	CS
16.	Resolution: In light of Minute 8 from the last meeting SRRA forgives remaining hall hire debts unpaid at this time for the PlayGroup's use of the Hall and advise them that we believe they fall into the category of free usage entitlement ongoing as a true Community Event that operates without a goal of personal gain.	SK, CS	Unanimously passed
17.	A discussion was had about hall assets and their availability to hirers. Aileen and Ann are going to stocktake on site assets and the discussion was left open about charging for access to these.		AA, AL
18.	A discussion was had about shelves for the hallway cupboard beside the tables storage. Aileen will get a model to the Committee of what she would like to see in the cupboard. The alternative to that proposal is locking and securing an existing Kitchen cupboard for same purpose.		AL
19.	The fact that a defribillator is at the Boat Club led to a wide ranging discussion about a Community Event that would incorporate all kinds of safety issues. Civil Defence, CPR, etc. And John proposed it be considered as an interest day with this year's AGM at the Hall.		
20.	Colin to email the database to seek help for the Silverdale Markets as we are short one person in April.		
21.	Confirm date of next meeting as Wednesday 15/3 at the Hall.	All	
22.	Meeting closed at 8.45pm		

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Item	Item	Notes
1.	The meeting opened at 7.33pm	
2.	Attending Steve, John, Michael, Colin, Sue, Anne,, Mary and Aileen. Apologies to hand: Irene, Penny.	Apologies accepted, all in favour
3.	No Conflicts of interest declared	
4.	Approval of minutes of the meeting November 16, 2016 be approved Proposed John, Seconded Michael	All in favour
5.	Treasurer's Report was read.	
6.	Financial Discussions included the hall's costs, the fact that Colin will migrate the Hall Accounts out of Xero to save funds and re-intergrate them with SRRA proper, and a general discussion was held over deposits and interest rates.	
7.	It was unanimously agreed that SRRA pay for the bouncy castle at the Raft Race and answer positively in regard to loaning hall tables subject to clean and undamaged return.	
8.	It was noted that the Hall is always available rent free to local events without a purpose for gain with the expectation that any gain would be shared with SRRA to assist with Hall revenues.	
9.	John agreed to organise future newsletters.	
10.	Colin has taken on the role of booking the Hall through an online calendar and that Cheryl Kay is the onsite liaison with users. A new booking form is to be circulated for input. A review of other Hall rates is to be completed and our rates benchmarked against those costs.	
11.	Colin is to take over the Facebook Hall Page from the Hall Committee asap.	
12.	There was a discussion about Hall Security and Steve Kaye is reviewing matters pertaining. He is also taking the Steam triggering the Fire sensors issue back to the Council Landlords.	
13.	Steve reported that Council advise that the deck extension concept is likely to be over budget.	
14.	It was agreed that Geoff be asked to quote the reconditioning work for the Notice Boards.	
15.	It was unanimously agreed that with the notes from the Hall Committee's final meeting in relation to Christmas in the Park, that it was a successful event and needs to be maintained in to the future.	
16.	It was noted that Lilly had not responded to any notes from Steve regarding the Market Days but that we remain supportive of the event and note that it has moved its next appearance to the Raft Race.	
17.	Colin presented a new rules template design provided by IRD that ensures we are tax compliant and seems to do a good job of meeting our needs. Colin will amend and present a	

	revision for the Committee's consideration at a future meeting.	
18.	It was unanimously agreed that SRRA will pay Geoff to dig out the area for tanks for the Seedling Shadehouse Project. It was noted this project is on-going.	
19.	Landscaping outside the Hall has been deferred to Autumn to offer better ground conditions for the work involved.	
20.	It was noted that the water supply components for the landscaping have been purchased and that a combination lock is being acquired to secure the area under the Hall building where some things are being stored.	
21.	Silverdale Markets are Feb 18 - Aileen & Irene open, John & Anne close Apr 15 - Colin to open, John to close, Steve available to assist one or other, one more volunteer needed Dates for rest of year were specified as Jun 17 Aug 19 Oct 21 Dec 16	
22.	The next meeting date was set as February 15.	
23.	The meeting was closed at 9.07pm	