

HVTC GENERAL COMMITTEE MEETING

Minutes

7.15 pm, Tuesday, 14 April 2026

Ann's

Apologies: Emma

Present: Marina (chair), Dennis, Jim, Debbie, Doc, Lex, Kate, Chris, Ann, Mel, Doreen, Leanne.

Minutes from previous meeting: Health and Safety incident of a sprained ankle on Ruapehu Easter trip noted. All safety procedures followed. Accepted by the committee.

Matters arising and action points:

- Hire of Clubrooms – draft agreement – no change
- Google Workspace – no change
- Transfer HVTC data to GW – no change
- HVTC Website review – Marina meeting Tom Hallwright
- Policy for individual PLB use on club trips – GC accepted Dennis's policy (created with our emergency contacts). ACTION: Marina to add to club bylaws and ask Jan to upload the document to the website.
- Health and Safety Issues and guidelines for leaders – no change
- Minibus/Leader handbook update including minibus fares plus check list for drivers – ACTION: Ann to work with Doc, Mel and Chris on updates.
- Comparison hall rental fees – Leanne to email data to GC – no change
- Membership sub-committee launch – Terms of reference accepted, with addition to objective 1: A greater number of new active members per year than resignations and passing of current members. ACTION: Lex to update terms of reference and arrange meeting of sub-committee
- Actions and bylaws from new constitution – ACTION: Emma has started a checklist for this
- Marina, Leanne, and John S meeting re Ruapehu delegation – no change
- Write up duties of clubroom booking officer – no change
- Insurance Liability – Doc to add instructions in case of an accident to the driver check list.
- Postal box – Leanne to monitor use over the coming months to see if we need it.

Correspondence:

In: Hutt City Council lease renewal, Genesis power charges.

Out: Nomination of Nick McBride as member of FMC Executive.

Safety Issues:

None raised.

Environmental Issues:

None raised.

General Business:

- Succession planning. A majority of GC members plan to stand down from their officer roles or from the GC at the AGM. Need to encourage other members to step forward.
- No life membership nominations received.
- Fanny Bayliss grant application. GC approved – on the recommendation of the FB grant committee – an application from Kate Brownsword for \$660 to contribute to the transport cost of restocking the Ruapehu lodge on 17-19 April.

- GC made an additional grant to make up the shortfall for lodge restock costs not covered by the Fanny Bayliss grant. Motion: The General Committee approves a grant of up to \$750 towards the cost of restocking the lodge from the Natusch bequest. Carried unanimously.

Ruapehu Committee Report:

Kate is pleased with the number of bed nights this financial year, especially over summer. John to provide actual figures.

Reports:

Trips report – Taken as read

Financial report – The cost of the new vacuum cleaner should come from the hall maintenance fund. Thank you to Lex for a donation from the sale of a GPS.

The cash book balance for March was noted and payments/transfers of \$175.19 were approved by the General Committee.

Transport report – Mel has increased the fuel card limit to \$2,000 to reflect the increased fuel cost and higher numbers of trips. Thank you to Chris Keen for printing interior signs for the minibus at no cost.

No need at this stage for an increase in the minibus fare, despite the rising fuel price. Chris has looked at the original assumptions when calculating the 12c/km fare and found that the minibus has travelled further with higher numbers of passengers than expected. The price of diesel would need to exceed \$4/litre before considering increasing the fare. The GC will still review the fare around the anniversary of the minibus.

Driver complaints and concerns – Mel to review feedback. ACTION: Mel send revised guidelines for May meeting.

The cash book balance for March was noted and payments of \$423.16 were approved by the General Committee.

Membership report – Taken as read

Clubrooms and gear report – Taken as read

Next meeting: 12 May, Lex's