

HVTC GENERAL COMMITTEE MEETING

Minutes

7.15 pm, Tuesday, 12 May 2026

Lex's

Apologies: Emma, Mel, Chris, Dennis, Kate

Present: Marina (chair), Jim, Debbie, Doc, Lex, Ann, Doreen, Leanne

Minutes from previous meeting: Accepted by the committee, with an addition to safety issues that Mel injured her ankle and all safety procedures were followed.

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 has followed up with one web developer
- Policy for individual PLB use on club trips – Marina has added this to the club bylaws and will ask Jan to upload the document to the website
- Health and Safety Issues and guidelines for leaders – no change
- Minibus/Leader handbook – Doc and Bob are working on the minibus handbook. Ann suggests separate handbooks for the minibus and trip leaders. ACTION: Ann to reconvene the Transport Sub-Committee to follow up on minibus handbook
- Guidance if minibus in an accident – ACTION: Lex to contact PIC broker for instructions
- Hall rental fees – ACTION: Leanne to compile an estimate of hall costs and income from hirers
- Driver complaints process – GC accepted Mel's revised process. GC added that passengers are encouraged to discuss any concerns with the driver at the time.
- Membership sub-committee launch – Lex has organised the first meeting of the 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
- Postal box – Leanne to monitor use over the coming months to see if we need it.

Correspondence:

In: Belmont Regional Park workshop invitation

Out: Belmont Regional Park workshop RSVP

Safety Issues:

None raised.

Environmental Issues:

None raised.

General Business:

- AGM on 29 July. Emma will be sending details about the annual report.
- Greater Wellington Regional Council is running a workshop on 28 May to develop a masterplan for Belmont Regional Park. HVTC is invited to send up to four representatives. ACTION: Marina to send details to GC plus Derek, Maarten and John Simes.

Ruapehu Committee Report:

John Simes sent an update to Marina, Leanne and Kate to say the summer income was well above expectations because of several club trips. Window replacements have been completed. We are still waiting for DOC's rates invoices.

Reports:

Trips report – Taken as read

Financial report – Taken as read

The cash book balance for April was noted and payments/transfers of \$545.13 were approved by the General Committee.

Transport report – Taken as read

The cash book balance for April was noted and payments of \$11,013.19 were approved by the General Committee. This included a transfer of \$10,000 to a term deposit.

Membership report – Taken as read. Membership renewals – postage has increased. The GC confirms approval of Sarah Peters as a new member in April 2026.

Clubrooms and gear report – Taken as read

Next meeting: Tuesday 9 June, Marina's. Apologies from Lex.