

**HVTC GENERAL COMMITTEE MEETING
7.15 pm, Tuesday, 9 June 2026**

Marina's

Apologies: Kate, Doreen, Lex

Present: Marina (chair), Jim, Debbie, Doc, Ann, Leanne, Chris, Dennis, Mel, Emma

Minutes from previous meeting: Accepted by the committee

Correspondence:

In:

Out:

Matters arising and action points:

- Hire of Clubrooms – draft agreement – no change
- Website / Google Workspace / Data transfer – no change
- Health and Safety Issues and guidelines for leaders
- Reconvene Transport Sub-Committee to complete minibus guidance, including handbook-ongoing
- Van/Leader handbook update including minibus fares and minibus check list for drivers - ongoing
- Check with insurance broker PIC about what to say if minibus in an accident – Lex said PIC will give some insurance glovebox guide
- Compile an estimate of hall costs and income from hirers - ongoing
- Arrange membership sub-committee meeting and report back to GC – report to GC
- Actions and bylaws from new constitution – ongoing
- Organise meeting with Marina, Leanne, and John S re Ruapehu financial delegation for 26/27 – before AGM
- Write up duties of clubroom booking officer - ongoing
- Postal box – Monitor incoming mail - ongoing
- Review minibus fare by August

Safety Issues:

The SAR contact was not sent the details of the trip participants before the trip group left for an overnight trip. Discussion around supporting new trip leaders.

Environmental Issues:

Marina had included a write up of the Belmont Regional Park workshop she and others from the club attended in the last Hills and Valleys.

Forest and Bird Webinar attended by Ann about the Conservation Amendment Bill. Derek is aware of this and has spoken to Marina. ACTION: Marina to discuss with Derek

General Business:

- AGM and Annual Report. Emma is working on this.
- GC nominations for 2026/27
 1. President
 2. Vice-President
 3. Vice-President Ruapehu – Kate Brownsword
 4. Treasurer – Leanne Asher
 5. Secretary – Marina Skinner
 6. Transport Officer -
 7. Trip Co-ordinator – Mel Stoneham
 8. 6x general members: 2 to fill, Doreen, Lex, Debbie, Sarah Spencer (new)

Discussion about potential GC members.

- Conflict of Interest for HVTC officers – discussed and GC approved template. ACTION: Emma to send out to the GC committee for signing.
- Draft minibus information for leaders and drivers. Bob and Doc have updated the guidance notes. Once GC committee changes are made it will be in the van, in the gear room and on the website.
- Draft handbook still being worked on by transport sub-committee
- Annual Subscription for 1 June 2027 / 31 May 2028 to remain the same. Committee in agreement. This needs to be in the July AGM.
- Dennis has HVTC photos prepared by Max and Pam Bruce stored at his place. Dennis would like some consideration given to store at the clubrooms

Ruapehu Committee Report:

Surplus for the financial year \$1729.00. Rates invoices from DOC for last 2 years have been received and are \$2.5k each. These will be paid in this financial year.

Reports:

Trips report – Taken as read

Financial report- Treasurer comments - Expenditure a bit higher with Affiliation fees for FMC
The cash book balance for May was noted and payments/transfers of \$15650.11 were approved by the General Committee.

Transport report – Taken as read

The cash book balance for May was noted and payments of \$590.09 were approved by the General Committee.

Membership report – Taken as read

Clubrooms and gear report – Taken as read

Next meeting: July 14 @ Debbie's