

HVTC GENERAL COMMITTEE MEETING

Agenda

7.15 pm, Tuesday, 14 July 2026

Debbie's

Apologies:

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

Minutes from previous meeting: With the addition of Mel's name under members present, minutes accepted by the committee

Matters arising and action points:

- Hire of Clubrooms – draft agreement – no change
- Marina spoke to Julie who will remain as booking officer
- Website / Google Workspace / Data transfer – no change
- Health and Safety Issues and guidelines for leaders – Dennis will complete this
- Reconvene Transport Sub-Committee to complete minibus guidance, including handbook – see general business
- Van/Leader handbook update including minibus fares and minibus check list for drivers – see general business
- Insurance broker PIC will provide guidelines for glovebox – has not arrived. ACTION Lex
- Compile an estimate of hall costs and income from hirers – no change
- Actions and bylaws from new constitution – now complete
- Organise meeting with Marina, Leanne, and John S re Ruapehu financial delegation for 26/27 – motion see general business
- Write up duties of clubroom booking officer – no change
- Postal box – Monitor incoming mail – no change
- Review minibus fare -no change
- Conservation Amendment Bill submission- lodged
- Conflict of interest form- done for 25/26
- HVTC photo board storage – no change

Correspondence:

In: Don Herron DOC asking who to contact in regards to Papatahi

Out: Bruce Anderson card

Conservation Amendment Bill submission

Safety Issues:

- Day trip did not lodge trip participants with SAR contacts

Environmental Issues:

- Conservation Amendment Bill submission completed

General Business:

- Mike Priest asked if the life members' book could be updated. ACTION: Doreen to ask Mike where book is
- Marina thanked all members who are stepping down at the AGM
- Performance report / Treasurer's report. Confirmed by email by the General Committee

- Lex asked about the insurance value for the van on page which seems incorrect ACTION: Leanne
- Ruapehu budget motion
Motion: The General Committee makes a delegation of up to \$45,250.00 to the Ruapehu Committee for the 2026-27 financial year. We thank the Ruapehu Committee, particularly the Ruapehu Treasurer, John Simes, for their budget for the 2026-27 financial year and their ongoing financial management of the Ruapehu lodge.
Moved: Marina Skinner Seconded: Leanne Asher. Motion passed.
- Annual subscription and other fees – General Committee recommends no change in subscriptions for the 2027-28 year. Doreen will work out the extra costs needed to cover higher postage for the few members receiving printed copies of Hills & Valleys and Backcountry magazines and circulate to GC members before the AGM.
- The Transport subcommittee has completed the Minibus Information for Trip Leaders and Drivers document. It is posted on the HVTC homepage and hard copies are in the minibus glovebox, and gear room.
The detailed minibus operating instructions draft is a work in progress.

Ruapehu Committee report

- The Ruapehu Treasurer's report for June attached.
- Our insurance quote for the lodge for the coming year is \$1,952 cheaper than last year. Cost is \$7,750. We insure for indemnity, not replacement.
- The RC agreed to increase the lodge fees by a couple of dollars in every category.
- Rates bills. DOC bills us on behalf of Ruapehu District Council. Clubs have not received bills for 2024 and 2025, but they are now coming through. The RMCA (Ruapehu Mountain Clubs association, of which we are a member) is discussing the validity of these bills with the council, so has suggested that we hold off payments for now. Due dates on the invoices is 20 July.
- Kate attended an online RMCA seminar on club websites with booking systems. Any RMCA member club with suitable technical support can copy the system, adapt it for its own lodge, rules, rates, branding, and processes, and host its own website and booking system.

Reports

Trips report – taken as read

Financial report- Expenditure higher this month due to insurance and valuation. The cash book balance for June was noted and payments/transfers of \$14952.91 were approved by the General Committee.

Transport report - The cash book balance for June was noted and payments of \$198.52 were approved by the General Committee.

Membership report – Doreen updated the committee re membership renewals and discussed the increase of posting Hills and Valleys and FMC cards. Doreen will work out the cost of postage and email the GC for agreement as this will be part of the membership subs on the AGM agenda.

Membership subcommittee: Lex discussed the data that he had sent to the GC earlier in the month.

Clubrooms and gear report – Taken as read

Next meeting: Monday 10 August, at Doreen's

Actions from July meeting:

Who	By when	Who
Hire of Clubrooms – draft agreement	Marina	Ongoing
Website / Google Workspace / Data transfer	Website subcommittee	Ongoing
Health and Safety Issues and guidelines for leaders	Dennis	Ongoing
Transport subcommittee to finish handbook	Bob, Doc	Ongoing

Insurance broker PIC will provide guidelines for glovebox	Lex	August
Compile an estimate of hall costs and income	Leanne	Ongoing
Write up duties of clubroom booking officer	Marina	Ongoing
Postal box – Monitor incoming mail	Leanne	Ongoing
Review minibus fare	GC	August
HVTC photo board storage	GC	July
Life member book update – first step to be located	Doreen	August
Insurance value of van in Performance Review	Leanne	ASAP
Provide printing and postage increase for 2027-28	Doreen	Before AGM