

HVTC GENERAL COMMITTEE MEETING
7.15 pm, Tuesday, 9 December 2025

Marina's

Apologies: Doc Watson, Chris McMillan

Present: Ann Hayman, Lex Grubner, Debbie Labett, Leanne Asher, Jim Cousins, Kate Brownsword, Marina Skinner (chair), Dennis Page, Mel Stoneham, Doreen Courtenay, Emma Dobbie (minutes).

Minutes from previous meeting: A couple of small corrections to note.

- Finance report. Under payments for the month the total says \$521.50, this should be \$512.50 and match the total payments for approvals.
- Transport report. The bank book balance should match the bank balance at the end of the month. This is \$17204.87

Confirmed by the general committee

Minutes from EGM 19/11: Accepted by the general committee

Matters arising and action points:

- Hire of Clubrooms – draft agreement, ongoing
- Google Workspace – apply to google for account, ongoing
- Transfer HVTC data to GW - ongoing
- HVTC Website review – looking at other TC websites. Marina has made contact with the Manawatu Tramping Club web master and will discuss their new website with them.
- Policy for individual PLB use on club trips – ongoing. Dennis has written an article about safety on trips which is in the latest HnV.
- Health and Safety Issues and guidelines for leaders - ongoing
- Van/Leader handbook update including minibus fares - ongoing
- Minibus – check list for drivers – ongoing
- Comparison hall rental fees - ongoing
- Membership sub-committee launch – Lex has received some feedback and will pick up on this in 2026
- Ex-officio roles acknowledgment - done
- Transport Report – check with Mel bank balance – done and amended
- Decide on how membership data will be shared - ACTION: Doreen to put this data in HnV in 2026
- Regular Ruapehu financial reports – sent through for Oct / Nov
- Thank Jackie for stamp donations ACTION: Emma

Correspondence:

In: Mel has started receiving bank statements

Out:

Safety Issues:

Dennis raised the two issues that occurred on the recent Pāua hut tramp. A fall in the river and a separate fall with a hit on the head.

Environmental Issues:

Dennis has spoken to John Simes about having a longer environmental focus in March. John is happy with this idea.

General Business:

- Constitution follow-up. The constitution has been accepted by the NZ Companies Office and we have an updated certificate of incorporation. ACTION: Emma new constitution to Jan Arts to go on website.
The new constitution references that the roles of the officers are in a bylaw. Marina has copied and pasted these into a bylaws document. Other actions to be discussed early 2026. Kate and John (Ruapehu SC), and Marina and Leanne will meet to discuss new requirements. We are required to have a conflict of interest register for GC members and any sub-committee members.
- Marina and Doreen met with the Kaumātua Tramping Club president and club captain. They are keen to collaborate a bit more with other clubs. They discussed a joint yearly trip and were interested in joining work parties to Papatahi, Baring Head, and supporting GWBN. Very positive meeting.
- Lex had forwarded a brochure from DOC about Remutaka Forest Park private huts. DOC is working towards phasing in public access to private huts in the Ōrongorongo Valley when the current licences expire. DOC will be looking for suitable organisations to manage and maintain these huts. We will ask to go on a mailing list for any updates. ACTION: Emma to email.
- Marina to check with Julie Lewis about the duties of the clubrooms booking office so we can re-advertise the role to club members.

Ruapehu Committee Report:

Oct / Nov financial report – presented by Kate

The lodge needs to meet the requirements of legal drinking water. This means a new filter and uv treatment system. The actual pump in the water tank needs replacing as well.

Reports:

Trips report – taken as read

Financial report- That the cash book balance be noted and payments/transfers of \$293.10 be approved.

Confirmed by general committee.

Transport report - The payments/transfers of \$321.39 and the cash book balance are approved by the general committee. Confirmed by general committee.

Membership report – The general committee members approve new members Hassan Mohammadpour and Paul Mulrooney.

Doreen will write an update about member participation based on her data in the February or March Hills & Valleys.

Clubrooms and gear report – taken as read

Next meeting: 10 February, Debbie Labett's