



**MINUTES OF ENTERPRISING TAUMARUNUI INCORPORATED MEETING HELD ON THURSDAY 23 FEBRUARY 2017 AT THE REAP OFFICE, TAUMARUNUI AT 5.30PM**

**EXECUTIVE COMMITTEE:** Aroha Rudkin (Chairperson), Samantha Arthur-Curtis (Secretary), Dianne Bunn (Treasurer)  
**COMMITTEE:** Karen Ngatai, Anna Steele, Irene Dempsey, June Nevin, Kaye Kidd, Peggie Veen

No.	Agenda Item	Commentary/Decisions	Action
1	Present:	<u>Executive Committee:</u> Aroha Rudkin (Chairperson), Samantha Arthur-Curtis (Secretary), <u>Committee:</u> Karen Ngatai, Kaye Kidd, Anna Steele, June Nevin, Irene Dempsey	
2	Apologies	Peggie Veen, Terri Smyth, Nick Leveille  <b>Resolved:</b> <i>That the apologies be received</i>	<p align="right"><i>Karen/Aroha</i></p>
3	Confirmation of Minutes – 21 April 2016	<b>Resolved:</b> <i>That the minutes of the meeting held Tuesday 6 December be confirmed as a true and correct record.</i>	<p align="right"><i>Karen/June</i></p>

No.	Agenda Item	Commentary/Decisions	Action
3.1	Matters arising	<p>Aroha clarified that ETI paid full amount of airline advertisement and subsequently invoiced RDC for the remaining 50%</p> <p>Aroha discussed the issues committee member Nick was having with his NZ residency and how this subsequently meant that his ability to help out on the ETI website has been hindered over the past month as has Terry's with the newsletter</p>	
4	Co-option	<p><b>Resolved</b>  <i>The Peggie Veen and Irene Dempsey be co-opted onto the Committee of Enterprising Taumarunui Inc</i></p> <p style="text-align: right;"><i>Aroha/Karen</i></p>	
4.1	Replacement of Secretary	<p>With growing work and study pressures, Sammi has decided to step down from her role as Secretary while Peggie Veen is keen to take up this role.</p> <p><b>Resolved</b>  <i>That Peggie Veen replace Samantha as Secretary of ETI from April 2017 onwards.</i></p>	
5	Financial Report	<p><b>Resolved</b>  <i>That the January Financial Report be received</i></p> <p style="text-align: right;"><i>Karen/Anna</i></p>	<p><b>Aroha to speak to Dianne regarding the \$1100 from the Tindall Foundation</b></p>
6.1	Inwards Correspondence	<ul style="list-style-type: none"> <li>• Rona Buckley – Challenge Training Workshops</li> <li>• Balance Chartered Accountants - Calendar</li> <li>• RDC credit remittance advice <ul style="list-style-type: none"> <li>1. Christmas Parade</li> <li>2. Advertisement</li> </ul> </li> <li>• Westpac new deposit book new chq book</li> <li>• Balance – Summer Newsletter</li> </ul> <p><b>Resolved</b>  <i>It was resolved that all inward correspondence be received</i></p> <p style="text-align: right;"><i>Kaye/Aroha</i></p>	

No.	Agenda Item	Commentary/Decisions	Action
6.2	Outgoing Correspondence	<ul style="list-style-type: none"> <li>• Email to all ETI contacts re Business after 5</li> <li>• Email to all ETI contacts re 2017 Eels reunion</li> </ul> <p><b>Resolved</b>  <i>That the outgoing correspondence be received.</i></p> <p style="text-align: right;"><i>Karen/Sammi</i></p>	
7	Revised constitution	<p><b>Resolved</b>  <i>That the Committee of Enterprising Taumarunui INC adopt the revised version of the constitution (attached)</i></p> <p style="text-align: right;"><i>Anna/Kaye</i></p>	Sammi to send revised and adopted version appropriate offices
8	Website Maintenance - discussion	<p>The website is in need of an overhaul. There is no budget for the maintenance of the website and these costs are unknown. Aroha will speak to Nick <i>Leveillee</i> about potential projected costs. Sammi and Terri Smyth will work together on a way to efficiently record all ETI contacts.</p> <p><b>Resolved</b>  <i>That Aroha will liaise with Nicke Leveillee regarding website maintenance and subsequent costs.</i></p> <p><i>That Sammi meet with Terri to work out the most efficient way to record ETI database/contacts.</i></p> <p><i>Sammi to give committee membership fees which were paid in cash to her to Dianne Bunn</i></p> <p style="text-align: right;"><i>Sammi/Aroha</i></p>	Aroha to meet with Nick Sammi meet with Terri Sammi to give cash to Dianne
9	Business after 5	<p>Business after 5 to be held Thursday 9 March 2017 upstairs RSA. Ian Balme has shown interest in hosting the next business after 5.</p> <p>Aroha is organising catering</p> <p><b>Resolved</b>  <i>That the committee approve the spending of up to \$400 towards the cost of catering for the event.</i></p> <p style="text-align: right;"><i>June/Sammi</i></p>	Aroha to organise catering
10	Update reports	<p>Sammi gave a verbal report on how the ETI facebook page is going. ETI is currently experiencing low – medium levels of response in interest on their posts. This is due to Sammi being busy in</p>	Sammi to post once per week on Facebook

No.	Agenda Item	Commentary/Decisions	Action
		<p>other areas. Sammi will put more effort into promoting local businesses in the coming months.</p> <p>Karen gave an update on Revitalisation Projects and spoke to her report. Following the success of painting the Chorus boxes in town, RT is looking at painting The Lines Company boxes and is securing funding for this project. Karen will be working with Manaaki trust to tidy gardens and tidy area around the train station. Karen is going to draft a letter of thanks to the iSite staff who have watered and tidied the RT plants. Karen updated the group on the progress of the heritage boards and noted that they were seeking funding for 50% of the final costs of two remaining boards. Aroha suggested that ETI fund up to \$3000.00 towards the cost.</p> <p>Anna gave a verbal update on where ETI is at in terms of funding:</p> <ul style="list-style-type: none"> <li>- Anna requested that we look at creating a visual funding calendar</li> <li>- Reminded the Chair to follow up on registering the group as a charity</li> <li>- Spoke about the benefits to registering for RealMe</li> </ul> <p>Aroha to draft a letter of thanks to Judith Ebry</p> <p><b>Resolved:</b>  <i>The update reports be received</i>  <i>That Enterprising Taumarunui Inc agree to fund up to \$3000.00 for the heritage boards from Term Deposit</i></p> <p style="text-align: right;"><i>Aroha/June</i></p>	<p>highlighting local businesses.</p> <p>Aroha to draft a letter of thanks to Judith Ebry</p> <p>Aroha to register ETI as charity</p>
13	Strategic Planning	The ETI committee is to meet at 5.30pm Thursday 2 March to discuss the years strategic goals.	
	Chairwomens report	<p>Aroha addressed the idea of completely wiping membership fee's. In their place, ETI will welcome / invite businesses to make a donation</p> <p>Aroha would like to review the code of conduct</p> <p>Aroha welcomes new committee members and is looking forward to all of the exciting events ETI has coming up over the next 18 months.</p> <p><b>Resolved</b>  <i>That Enterprising Taumarunui Inc no longer charge a membership fee</i>  <i>That Enterprising Taumarunui Inc write to those who have paid a membership fee, ask whether they would like their funds returned or invested as a donation</i></p>	Aroha to write letter to those who have paid fee and ask what they would like done with their funds.

<b>No.</b>	<b>Agenda Item</b>	<b>Commentary/Decisions</b>	<b>Action</b>
14		There being no further business the meeting closed at 6.39pm.	

Minutes verified as true and accurate by: Chairwoman \_\_\_\_\_ on this date: \_\_\_\_\_