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|  | MINUTESARO VALLEY COMMUNITY COUNCIL COMMITTEE DATE: 11 December 2017 7.30 pm |

Present:  Hilary Unwin (Co-chair), Heather Mackay (Secretary), Madeline Rashbrooke, Roland Sapsford, Rachel Griffiths, Daniela Butterfield, Nicole Benkert.

Apologies: Chris Loveday (Treasurer), Brent Efford, Jay Buzenberg, Daniel Brown, Lexi Taylor, Luke Allen (Co-chair), Nadine Dodge, Tom Pettit, Hayley Burns.

The minutes of the previous meeting were confirmed and accepted.

All actions from previous meeting were reviewed and any not done are carried over to these minutes.

**Correspondence**

Inwards correspondence

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| **Inwards correspondence to** **secretary@arovalley.co.nz** **since previous meeting** |
| Received from | Subject | Date received |
| Russell Taylor | Aro Valley Site Development | 11 December |
| Martin Wilson | Re: Auto response | 5 December |
| Martin Wilson | Who moved motion at GM? | 5 December |
| AVCC Coordinator | SSA Community Survey Invite | 20 November |
| Russell Taylor | Re: General Meeting Homelessness | 15 November |

**Action: Roland to reply to Martin re his question about the change in earlier minutes.**

**1.STAFF REPORT**

Staff report tabled.

**2.Community Fridge**

Funding has been sourced for the fridge and includes a paid position. Food is dropped off from community donations and the fridge will be available for use when the Community office is open and possibly at other times.  Someone has to supervise and be aware of the health and safety aspects. Steering group may be set up if we are working with Newtown on this initiative.

**Action: Roland to check that we are working with Newtown and that this includes sharing the person employed until March 2018**.

**3. Administrator Appointed**

Joy Sellen has been appointed.  She has spent a day with Krissy and will start mid- January.  Rochelle from preschool is helping in the meantime.

**ORGANISING OURSELVES**

**1. Financial report.**

Chris not able to attend the meeting so deferred to next meeting.

No financial report received.

**Action: Rachel will email Chris to ask him when the report will be ready.  Monthly reports are expected by WCC for financial accountability. Rachel to send report to secretary so that the minutes and financial report can be sent around together.**

**2. School and Pre-School update**

Nothing to report.

Rochelle will ask at the next pre-school meeting for a rep to AVCC’s meetings.

Roland floated the idea the AVCC donate something to the sandpit fund.  Committee to consider over the holidays and if money allows.

**3. Health and safety**

Nothing to report**.**

**4. Meetings 2018**

**Action: Roland will do a doodle poll asking what dates suit for 2018.**

Electronic calendars should be set up otherwise meetings can be missed.

**COMMUNITY ISSUES**

**1.Community Centre Upgrade**

Steering group meeting today.  Daniela or Brent from the Steering Group to attend council meetings.  Daniela is able to attend. Project manager has been appointed. Communication around the community centre upgrade is being drafted.  Greater understanding of the constraints is firming up. The architect has had a further look at the budget and what is possible and will look to getting a realistic plan to the community in the New Year.

**2. General meeting on Homelessness – next steps**

There were some questions for the committee from this general meeting (what are we doing about homelessness?) and the committee will look for opportunities for projects.  The community fridge is a good initiative to support. We will look to support other initiatives and welcome input. The committee would like the developer and coordinator to keep us informed about related issues that arise and will discuss with Lexi and Joy when they attend meetings.

Motion re community hub was deferred.

Other actions arising from the general meeting.  Living wage and AVCC paying it to employees was raised again.  The question was raised and answered at a previous general meeting and was minuted.  AVCC pays permanent employees a living wage.

**Action: Madeline will email Martin to confirm this**.

Consider an article in Valley Voice on this issue.

**3. Xmas Trees**

Roster still needs to be filled.  The trees are looking good, signs stood up in the wind and employed people are going well.  Future roster improvements will be helpful as there will be public access and people willing to help can book themselves in. Always looking for improvements in the organising the event.

**ANY OTHER BUSINESS**

Brangwen is keen to help improve the website – he is offering free hosting.  Madeleine is communicating with him and mapping out desired changes.

Meeting closed at 8.53pm.

Next AVCC meeting date will be decided by Doodle Poll.  There will be no meeting in January.

Nga mihi o te Kihirimete me Te Tau Hau.

Summary of Actions

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| What | Who | When |
| Reply to Martin re his question about the change in earlier minutes | Roland | By next meeting |
| Check that we are working with Newtown over the community fridge and that this includes sharing the person employed until March 2018. | Roland | asap |
| Email Chris re the financial report and send to secretary | Rachel | asap |
| Send out doodle poll to agree on meeting dates for 2018 | Roland | January |
| Email Martin to confirm that AVCC pays permanent employees a living wage. | Madeline | asap |