

AVCC Committee Meeting

7.00pm 20 Oct 2019

Chairperson: Ingrid Downey

Minute taker: Lexi Taylor

Committee members present: George Sapsford (Co-chair), Liam Hunt & Luca McDonnell (Co-Treasurers), Tahiti Samina, Miguel Mitchell, James Woods, Jay Buzenburg, Martin Wilson

Staff in attendance: Roxy Coervers, Dani Fuenzalida

Apologies: Luke Allen (Secretary)

Health and Safety	<p>The Sep/Oct SHP has gone without incident.</p> <p>There is a new lockbox at the front gate for the key to the chain that gives access to the driveway. Thank you, Martin, for installing it!</p>	
Review and Acceptance of Previous Minutes	<p>15 Aug 2019 Minutes approved unanimously 12 Sept 2019 Minutes approved unanimously</p> <p>GM 8 September minutes to be fully approved by Council members at our next GM</p>	<p>Roxy to upload to website. Ingrid to provide her the documents to upload.</p>
PA Equipment	<p>The projector was taken home by someone who hired the hall after they could not find a safe place to lock it away after their booking.</p> <p>Discussion: PA equipment needs to stay onsite. Concern raised over PAT testing of AVCC gear. This should be done every 6 months.</p>	<p>Dani to explore a combination code for the PA cupboard</p>
Treasurer's Report	<p>The Financial Reports from July, August and September, and the AVCC draft Budget 2019-2020 was not presented due to the projector being unavailable.</p> <p>Liam spoke about the SHP running at a loss of \$100-\$200 per day.</p> <p>Discussion: The programme's viability was discussed with concern and a working group has been formed to assess this programme.</p> <p>This working group includes: Jay, Martin, James, Luca, Ingrid and Lexi.</p> <p>Xero Projects is an add-on to Xero which would aid co-treasurers to track AVCC projects effectively.</p> <p>Motion: trial Xero Projects for \$7 per month (first month free) for the coordinator log-in. If this becomes</p>	<p>Liam to upload SHP budget spreadsheet to Slack for the working group.</p> <p>Luca to set up voting poll to accept the Financial reports (Profit & Loss and Balance Sheet) for July, August and September.</p> <p>Jay, Martin, James, Luca, Ingrid and Lexi to discuss the future of SHP and prepare a proposal for the Jan SHP.</p> <p>Co-treasurers & Dani to set up Xero Projects</p>

	tricky to manage sharing the add-on, co-treasurers can activate a second account with the AVCC treasurer email.	
Matt Thorn Access to Site	<p>Matt Thorn has asked the committee for permission to gain access to the site while he completes renovations on the neighbouring property at 141 Abel Smith St (next to the basketball court). Specifically, he would like to bring in vehicles for removing construction waste and delivering supplies over the coming months.</p> <p>Concerns were discussed about community health and safety and AVCC liability.</p> <p>Motion by Ingrid: Ingrid to negotiate an access plan that takes into consideration the regular use of the site by children and the upcoming xmas trees. Passed unanimously.</p>	<p>Ingrid to negotiate with Matt Thorn safe access including</p> <ul style="list-style-type: none"> - Access plan - Public liability insurance
Xmas Trees	Lexi reported on the xmas trees committee meeting on 17 Oct.	Lexi to investigate the use of sustainable products for new signs and the possibility of selling native trees alongside the standard one.
Resilience Picnic	<p>George circulated a budget for <i>Spring To Action</i> which is being organised for Sunday 3 November. The event includes music and a koha hāngi and the takings can be used for the best resilience initiative pitched on the day.</p> <p>Resolution: AVCCC supports this event</p>	People to sign up if they would like to volunteer on Slack
Code of Conduct	<p>Motion by Martin: to strike out part one of the code of conduct version 2.7 02/03/2014</p> <p>Seconded by Liam</p> <p>Passed unanimously</p>	Take motion to a general meeting.
Next Committee Meeting	Agreed to be help Sunday, 10 Nov from 3:30 to 5:30 at the Preschool	Ingrid will ask Helen for use of the Preschool.
	<p>Action points reviewed</p> <p>Meeting Closed at 5.40pm</p>	