



MINUTES AVCC Committee Meeting
4.30 to 7 pm on 13 October 2020 at Barbara Wheeler's

Present: Barbara Wheeler, Ingrid Downey, Ayse Altin-Wohlleben, Michael Henrys
Liam Hunt, Melanie Vautier, Cameron MacKay, Emma Reid

(Quorum achieved)

Apologies: Jill Musgrave

Absent without apologies: George Sapsford, Phaedra Brice-Chen

1. Karakia, Attendance and apologies. Quorum achieved

2. Health and Safety review

- Lock boxes code changes need to happen more frequently
- Sign came off chain entrance of park needs to be returned
- Wider net of mail drops to prevent noise complaints for AVCC hall events should be explored by staff.
- Protocols around hiring the hall needed and main points about booking to be reviewed to ensure they are clear. This likely to talk place after redevelopment.
- Cleaning company to be contracted soon

3. Motions made

- Applying to Grassroots Trust for Community Gold-Coin Yoga. Funding to pay the teacher and buy new mats. --> *Motion passed with all in favour*
--> Old Yoga mats can be recycled as gardening mats
- Returning unused KOTA funds to WCC. --> *Motion passed with all in favour*

--> AVCC has removed the use of our charitable, incorporated status by Kai o te Aro (KOTA), i.e. removed our "umbrella" from KOTA, due to concerns about the staff time being used for no positive gardening result and inability to understand KOTA decision-making and spending processes.

--> WCC agreed to help find new umbrella organisation KOTA if there is a desire for this among KOTA members.

--> secret garden rented to Seeds for Feeds for two years

--> garden beds around the hall are in use atm and cared for by a few people not necessarily associated with KOTA. The future of these beds and the former compost area is contingent on WCC decisions about the hall upgrade (next WCC Steering Group for Site Redevelopment on 21 Jan 2021).

- Funding for Community Centre gardening needed to maintain the beds to prepare for the Seeds to Feed feast. \$500 to be set aside from the AVCC general funds to support gardening --> *Motion passed with all in favour*
- Endorsement of “Food Resilience team” under Cam --> *Motion passed with all in favour*
- **Co-Chair’s Motion to**
 1. note AVCC Community Survey results and agree to address the community’s request for activities that address Community Resilience/Civil Defence and programming to meet the needs are various populations within Aro Valley.
 2. agree next steps for staff to implement survey findings

--> *Motion passed with all in favour*

4. Statement on motion to exclude member

Review & approval of minutes of the last meeting:

Minutes need attendance to be added

Statement will be published on website together with minutes **INGRID**

5. Future motion

“Vision and Mission” document to go out with the next newsletter to present to the public and await feedback: will be presented as outcome of community survey **BARBARA**

6. PA Setup workshop

Michael will participate in the workshop conducted by Andrew to learn about the setup of the PA system. Dani has set this up for more members of the Committee to learn these skills. This will allow us to set up the PA system for AVCC activities and save money. Andrew will still be hired to do PA set up for hired events, or when volunteers are not available for AVCC activities.

--> on that note: committee will think about people who could help to identify future PA, technological system needs for the hall renovation, e.g., installing bluetooth speaker system, permanently installed projector etc. We will also ask WCC to make this a part of the Hall refurbishment if possible within their budget and scope.

7. Finances

AVCC in good shape atm, a budget loaded into Xero is needed to help us track our spending; Financial team will sit together to work on budget for next meeting **LIAM, MICHAEL**

8. IT update

- Portable 4G router to help with speed of internet until such time WCC oversees the installation of fibre to the office (and Hall if possible). AVCC now uses Spark for our broadband/phone needs.
- Teams and MS 365 setup finished. All Committee members have an “@arovalley” email address they should be using for AVCC communication. Alongside email, Teams is now our platform for communicating and sharing files and making calendar appointments.
- Different APPs available to support daily business are starting to be explored and implemented.
- Liam asked ppl to upgrade their status on Teams about how often they check their messages or when they are absent for longer

--> Acknowledgement of Liam's service

NEXT MEETING: Mid-January, meeting closed at 7PM