# AVCC Minutes 31 January 2018

Apologies: Hilary, Chris, Heather, Roland, Tom, Nadine, Rachel

Minute-taker: Madeleine in Heather’s absence

Present: Luke, Dan, Brent, Nicole

### Minutes:

Email circulating the last set of minutes (December meeting) didn’t get to everybody, so approving of the minutes deferred to next meeting.

### Staff report – Lexi and Joy

Lexi reported on:

Planning for Fair 10th March, power, staging, stalls, music, volunteers etc. Training to get more collaboration happening e.g. Zeal youth group will do a stage; conversation with Victoria University around waste-free, also advertising in Salient, O(rientation) Week materials. Aro Olympics happening again. Ceilidh from 5pm. New bunting being sewn.

**Action: committee to volunteer for Green Room, traffic management (including cones, leaflets night before), PR, poster distribution**

Kai o te Aro (Kota) – received $1400 grant from WCC in 2017. Getting back into action e.g. compost bins. Local Food Week is 19-25 March. Looking to do a Garden to Plate event, possibly involving school, preschool? Harvest/solstice festival?

School holiday programme – going well, happy with coordinator, could improve administration around the enrolment form.

Community fridge – basically a spare food swap mechanism, also helps out those suffering from poverty or homelessness. Plan is for one each in Aro Valley and Newtown. WCC-backed including funds. Advertising for a coordinator to get it going.

Cargo bikes – Stephen Templar to work on stickers, currently 5 members, $60 for a year’s membership, some work needed to facilitate access to keys etc. Need to confer with somebody who might have volunteered to do a web site for the cargo bike.

Timebank – roadshow on Thursday and Friday

Staff development costs: two workshops for Lexi and one for Joy (facilitating community-led change, leading in communities) – unanimously approved by the committee. Note: there is a budget allocated for staff development.

Joy reported on:

Bookings are in for the year, also some new classes.

Emergency Hub – the kit has come down from Te Aro School. Joy asked where it goes and how we want to manage being the hub generally. There was a discussion around whether there should be community involvement outside of the committee. Also there should be a push to consolidate the ideas coming out of the community workshop, and build on the community response plan that was drafted.

Lexi and Joy are working with Chris to work on budgets for 2018 and getting up to speed with Xero.

### Financial Report

Financial report covering three months was circulated and discussed (despite Chris not being able to present the report in person). The reports were approved, but it was agreed that it would be helpful for the Treasurer to be present to explain the key points and answer questions.

### Valley Voice and Newsletter

Recap: the decision was made to take Valley Voice largely digital, and integrate it better with the newsletter, which is currently written and sent out by the community centre staff, particularly Lexi, and is generally put together quite quickly. The plan was to publish stories as they occur online, then collect together 8 pages to print in limited quantities for distribution via cafes etc. There have been various issues including Brent having limited time, reduced coordination opportunities between Brent and Dan, issues around set-up including email, lack of fixed deadlines in absence of print issue. Agreed it is a valuable opportunity to reach people as we have an extensive subscriber list. Discussed need for a communications plan to coordinate options.

**Action: Brent to talk to Lexi about what he can do to do get Valley Voice back up and running.  
Action: Madeleine to talk Branwyn (local web hosting company person) about Valley Voice blog site and generating newsletter/social media content, and report back to Lexi.**

### Website

Madeleine reported no progress since last meeting, but intends to get back in touch with Brangwyn asap. Various suggestions from the committee, including investigating an online booking system, similar to that used by Thistle Hall.

**Action: Lexi to be included in website working group**

### School and pre-school reps

It was noted that the preschool in particular needs to have a presence, especially around the site redevelopment project.

**Action: Lexi to talk to the preschool about their rep while she is talking to them about planning for the Fair.**

### Health & Safety

Luke noted that we need to periodically review our documentation around health & safety and risk registers.

### Site development

Subcommittee is running again – Luke, Brent, Hilary, Daniella. The WCC-run steering group is currently scheduled to meet on the 12th Feb.

Update from Luke:

Lexi, Luke, Brent went to meeting with community consultation engagement person Anne Cunningham. They are hoping to get a simple plan from the architects and Anne that shows the engagment work and decisions mapped onto the areas of the plan. Will map out where decisions aren’t clear, also the technical due diligence such as structural engineering and mapping out of services. Also cost estimates for the three options that were shared in the last engagement workshop. This should give an overall picture of where the project sits – visual plus some commentary. This can be used to communicate back to the community, noting that the AVCC committee needs to discuss the best format for the next community engagement session.

Issues with communicating progress through community consultation have meant that there is some confusion in the community about what consultation produced and how the process is working.

Timeline: there will be a display of plans etc for the completed design at the Fair, including supporting materials. Associated event where the architects can talk about the design.

The Bunker: Madeleine raised this as a risk particuarly given the community division around the ‘bakehouse’ legal action (which was to protect a less apparently significant building on private land).

The garages on Abel Smith street: Theresa has suggested excluding thegarages from the site redevelopment as the structural strengthening required could mop up a significant amount of the budget.

**Emergency water bore**

Drilling for an emergency water source will be by the planter box – second from hall end of the driveway. Current plan is for the WCC to move the fig tree into the park – location decided by Kai o te Aro.

The physical manifestation of the bore will be a large box, normally they would put a park bench over the cover but may in this case be able to rebuild the planter around it. Lexi noted that there is a long-term plan to relocate the water filter system from bottom of Raroa Rd. The committe was concerned that this idea doesn’t seem to have been clearly communicated to the AVCC or community generally.

It is expected that there will be drilling for at least a week. If they find water then pumping for 48 hours to check flow etc.

**Next meeting will be February 21st 2018**