

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (25TH MEETING OF THE 13TH TRUST)



At the **Waitaki Power Trust General Meeting (26th Meeting of the 13th Trust)** on **20 Nov 2024** these minutes were **confirmed as presented**.

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|-----------------------|--|
| Name: | Waitaki Power Trust |
| Date: | Wednesday, 16 October 2024 |
| Time: | 8:30 am to 9:30 am (NZDT) |
| Location: | NWL Board Room, 10 Chelmer Street, Oamaru |
| Board Members: | Doreen Cleave (Chair), Herb Tonkin, John Clements, Morgan Easton |
| Attendees: | Sandra Tonkin |
| Apologies: | Lichelle Guyan |

1. Opening Meeting

1.1 Election of Chairperson



RESOLVED WPT13/251

That Doreen Cleave be nominated for the position of Chair of the Trust for a 12 month period. There being no further nominations, Doreen Cleave was declared elected.

| | |
|-----------------------|---------------|
| Decision Date: | 16 Oct 2024 |
| Mover: | John Clements |
| Seconder: | Morgan Easton |
| Outcome: | Approved |

1.2 Welcome/Apologies

The Chair welcomed everyone to the meeting. L. Guyan is currently on leave of absence and apology noted.

1.3 Strategic Plan

1.4 Interest Register - None declared

2. Notices of General Business - None

3. Confirmation of Minutes of General Meeting - 18 September 2024

3.1 Confirm Minutes

Waitaki Power Trust General Meeting (24th Meeting of the 13th Trust) 18 Sept 2024, the minutes were confirmed with the following changes:

See amendment.



RESOLVED WPT13/252

That the minutes of the 24th General Meeting of the Waitaki Power Trust (13th Trust) held on the 18 September 2024 are a true and accurate record of the meeting with the following amendment:

7.3 word "lengthy" replaced by word "comprehensive".

Decision Date: 16 Oct 2024
Mover: John Clements
Seconder: Herb Tonkin
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

4.2 Matters Arising

5. Correspondence

5.1 ETNZ Trust Matters (Sept)

5.2 Chris Mardon

5.3 NWL - End of Year Function

5.4 Matters arising from Correspondence

ETNZ Newsletter - The Trust received a positive response from ETNZ to the feedback regarding the newsletter.

NWL End of Year Function - This will be held on the Friday 6th December 2024 from 6.30pm at the Loan & Merc.

WPT End of Year Function - The Waitaki Power Trust end of year function will be on the 11th December, 2024, at 12.30pm with lunch at the North Star Restaurant.

5.5 Correspondence Approved



RESOLVED WPT13/253

That the inward correspondence be received.

Decision Date: 16 Oct 2024
Mover: John Clements
Seconder: Herb Tonkin
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED WPT13/254

That \$200,000 from the ANZ Direct Online Account be deposited into an on-call account that accrues interest.

Decision Date: 16 Oct 2024
Mover: Morgan Easton
Seconder: John Clements
Outcome: Approved



RESOLVED WPT13/255

That the cash summary, the accounts for payment, and the ratified payments be accepted.

Decision Date: 16 Oct 2024
Mover: Morgan Easton
Seconder: Herb Tonkin
Outcome: Approved

| Name | Description | Amount |
|---------------------|---|------------|
| Oamaru IT Solutions | Microsoft 365 Subscription | \$167.26 |
| PwC | Final Invoice - Audit | \$4,830.00 |
| S Tonkin | Contracting September 2024 | \$1,400.00 |
| ETNZ | Late Registration for Natalie Evans - for Hamilton Conference | \$177.00 |
| Brydone Hotel | Room Hire for 30 September - Director Interviews | \$80.00 |
| The Business Hive | Room Hire - Director Interviews 25th September and 2 October | \$207.00 |
| Ashley Smyth | Consultation Process - services (Paid 30 Sept - to Ratify) | \$225.00 |
| PD Training Ltd | Minute Taking Course - S Tonkin (Paid 30 Sept - to Ratify) | \$862.50 |
| Director Applicant | Reimbursements - Director Interview Travel - Hamilton/Timaru Return \$1018.60 Car Hire \$272.24 Motel \$150.00 | \$1563.14 |

| | | |
|--|--|--|
| | Meals \$78.30 Airport Parking \$44.00 | |
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7. General Business

7.1 Website/Media

The website had 69 Users, 51 from New Zealand, 11 from United States and the remainder overseas.

7.2 ETNZ - Conference 2024



RESOLVED WPT13/256

After reviewing the ETNZ Constitution, the Trust requests that ETNZ clarify clauses 7.2d and 7.6a ix, which appear to contradict each other.

Decision Date: 16 Oct 2024
Mover: Doreen Cleave
Seconder: Morgan Easton
Outcome: Approved

Natalie Evans NWL director is attending conference.

7.3 PwC Audit Cost

7.4 Minute Taking Course

The Secretary attended a day course on October 11, 2024, in Christchurch. The course provided a valuable overview on minute-taking and was very beneficial.

7.5 Trustee Induction Guide Draft



RESOLVED WPT13/257

That the Trustee Induction Guide be finalised and be put on the website.

Decision Date: 16 Oct 2024
Mover: John Clements
Seconder: Herb Tonkin
Outcome: Approved

7.6 Annual Calendar

Otago Southland Rescue Helicopter Trust event to be held at Loan & Merc on Friday, 8th November, 2024, at midday.

H. Tonkin and M. Easton will attend.

8. Close Meeting

8.1 Close the meeting - 9.30am

Next meeting: Waitaki Power Trust General Meeting (26th Meeting of the 13th Trust) - 20 Nov 2024, 10:40 am

A handwritten signature in black ink, appearing to read "D. Cleave". The signature is written in a cursive style with a large, rounded initial "D".

Doreen Cleave
18 Dec 2024