

# CONFIRMED MINUTES

## WAITAKI POWER TRUST GENERAL MEETING (26TH MEETING OF THE 13TH TRUST)



At the **Waitaki Power Trust General Meeting (27th Meeting of the 13th Trust)** on **11 Dec 2024** these minutes were **confirmed as presented**.

|                       |   |
|-----------------------|---|
| <b>Name:</b>          | Waitaki Power Trust                                       |
| <b>Date:</b>          | Wednesday, 20 November 2024                               |
| <b>Time:</b>          | 10:40 am to 11:15 am (NZDT)                               |
| <b>Location:</b>      | NWL Board Room, 10 Chelmer Street, Oamaru                 |
| <b>Board Members:</b> | Herb Tonkin, John Clements, Lichelle Guyan, Morgan Easton |
| <b>Attendees:</b>     | Sandra Tonkin   |
| <b>Apologies:</b>     | Doreen Cleave (Chair)                                     |

### 1. Opening Meeting

#### 1.1 Apology

An apology was accepted and noted for D. Cleave (Chair), and J. Clements chaired the meeting.

#### 1.2 Strategic Plan

#### 1.3 Interest Register

No declaration of interest was made by any Trustee at this meeting.

### 2. Notices of General Business - None

### 3. Confirmation of Minutes of General Meeting - 16 October 2024

#### 3.1 Confirm Minutes

**Waitaki Power Trust General Meeting (25th Meeting of the 13th Trust) 16 Oct 2024**, the minutes were confirmed as presented.



#### **RESOLVED WPT13/268**

That the minutes of the General Meeting (25th meeting of the 13th Trust) held on 16 October 2024 are a true and accurate record of the meeting.

**Decision Date:** 20 Nov 2024  
**Mover:** Morgan Easton  
**Seconder:** Herb Tonkin

**Outcome:** Approved

## 4. Actions/Matters Arising

### 4.1 Action List

### 4.2 Matters Arising - None

## 5. Correspondence

### 5.1 Chris Mardon

### 5.2 EECA- Caroline Shore

### 5.3 Matters arising from Correspondence

**Energy Efficiency & Conservation Authority (EECA) - Caroline Shore** - It was noted for the New Year that D. Cleave (Chair) will extend an invitation for Caroline to speak to the Trust about the work EECA does on sustainable energy in New Zealand.

### 5.4 Correspondence Approved



#### RESOLVED WPT13/269

That the inward correspondence be approved.

**Decision Date:** 20 Nov 2024  
**Mover:** Morgan Easton  
**Seconder:** Lichelle Guyan  
**Outcome:** Approved

## 6. Financials

### 6.1 Cash Summary/Accounts for Payment

| Name                | Description  | Amount    |
|---------------------|--|-----------|
| Fluid               | Biennial Website Hosting                                 | \$138.00  |
| Oamaru IT Solutions | Microsoft 365 Business Standard Nov Monthly Subscription | \$167.26  |
| Oamaru IT Solutions | Update and fix IPAD - J Clements                         | \$107.81  |
| Oamaru IT Solutions | Share Point - S Tonkin                                   | \$107.81  |
| Oamaru IT Solutions | Update computer - D Cleave                               | \$215.63  |
| S Tonkin            | Contracting Secretary Services for October 2024          | \$1440.00 |
| D Cleave            | Hamilton Conference expenses                             | \$1207.32 |

|          |                              |           |
|----------|------------------------------|-----------|
| H Tonkin | Hamilton Conference expenses | \$1262.71 |
|----------|------------------------------|-----------|



### **RESOLVED WPT13/270**

That the Cash Summary be received, and the following payments, including H. Tonkin's conference expenses, be approved for payment.

**Decision Date:** 20 Nov 2024  
**Mover:** Lichelle Guyan  
**Seconded:** Morgan Easton  
**Outcome:** Approved

## **6.2 On Call Account**

The documentation to activate the ANZ On Call account in Xero has been signed.

## **7. General Business**

### **7.1 Website/Media**

In October, there were 70 users: 46 from New Zealand, 11 from the United States, and the remainder from overseas.

### **7.2 ETNZ - Conference 2024**

H. Tonkin, who attended the ETNZ conference in Hamilton, advised that the ETNZ draft constitution changes were approved at the Special General Meeting (SGM).

D. Cleave provided an overview report on the ETNZ conference. The discussion will be deferred to the next meeting due to her absence and because there are items to consider after the consultation process has been completed.

### **7.3 Trust Matters - October 2024**

### **7.4 A & P Show 2025**

The A & P Show in Oamaru will be held on Saturday, 22 February 2025.

### **7.5 NWL End of Year Event**

The NWL End-of-Year event will be held on Friday, 6th December 2024.

### **7.6 Meeting Dates 2025**

### **7.7 WPT End of Year Event**

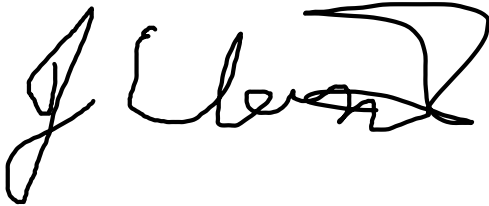
The WPT End of Year event has been organised for Wednesday 11th December 2024, at 12.30pm at NorthStar Restaurant

### **7.8 Annual Calendar**

## 8. Close Meeting

### 8.1 Close the meeting - 11.15am

**Next meeting:** Waitaki Power Trust General Meeting (27th Meeting of the 13th Trust) - 11 Dec 2024, 11:35 am

A handwritten signature in black ink, appearing to read 'John Clements', written in a cursive style.

John Clements  
19 Dec 2024