

# CONFIRMED MINUTES

## WAITAKI POWER TRUST GENERAL MEETING (28TH MEETING OF THE 13TH TRUST)



At the **Waitaki Power Trust General Meeting (29th Meeting of the 13th Trust)** on **12 Mar 2025** these minutes were **confirmed as presented**.

<b>Name:</b>	Waitaki Power Trust
<b>Date:</b>	Wednesday, 12 February 2025
<b>Time:</b>	11:10 am to 11:45 am (NZDT)
<b>Location:</b>	NWL Board Room, 10 Chelmer Street, Oamaru
<b>Board Members:</b>	Doreen Cleave (Chair), Herb Tonkin, John Clements, Lichelle Guyan, Morgan Easton
<b>Attendees:</b>	Sandra Tonkin

### 1. Opening Meeting

#### 1.1 Strategic Plan

#### 1.2 Interest Register

John Clements has recorded the Waitaki District Council (WDC) Street Light Maintenance as an interest in the Interest Register.

### 2. Notices of General Business

#### 2.1 Acknowledgement - L. Guyan

L. Guyan expressed thanks to the Trust following the passing of her mother.

### 3. Confirmation of Minutes of General Meeting - 11 December 2024

#### 3.1 Confirm Minutes

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



#### **RESOLVED WPT13/289**

That the minutes of the Waitaki Power Trust General Meeting (27th Meeting of the 13th Trust) held on the 11 December 2024 are a true and accurate record of the meeting.

**Decision Date:** 12 Feb 2025

**Mover:** Lichelle Guyan  
**Seconder:** Herb Tonkin  
**Outcome:** Approved

#### 4. Actions/Matters Arising

##### 4.1 Action List

##### 4.2 Matters Arising - None

#### 5. Correspondence

##### 5.1 EECA- Caroline Shone

##### 5.2 Chris Mardon

##### 5.3 Matters arising from Correspondence

Caroline Shone from the Energy Efficiency & Conservation Authority (EECA) is confirmed to attend the Trust meeting on Wednesday, 9 April 2025, either via Teams or in person, if available.

The Trust have agreed for Chris Mardon to attend the Trust meeting on Wednesday, 14 May 2025, and to speak about the EnergyMad and Ecobulb initiatives.

##### 5.4 Correspondence Approved



###### RESOLVED WPT13/290

That the inward correspondence be received and the outward approved.

**Decision Date:** 12 Feb 2025  
**Mover:** John Clements  
**Seconder:** Morgan Easton  
**Outcome:** Approved

#### 6. Financials

##### 6.1 Cash Summary/Accounts for Payment



###### RESOLVED WPT13/291

Currently, the Call Account earns an interest rate of 1.50% p.a. It was decided that a term deposit would yield better interest.

Move that we invest an appropriate sum, after considering expenses, into a 6-month term deposit.

**Decision Date:** 12 Feb 2025  
**Mover:** Lichelle Guyan  
**Seconder:** Herb Tonkin  
**Outcome:** Approved

Name	Description	Amount
Oamaru IT Solutions	Microsoft 365 Business Standard Monthly Subscription February	\$167.26
S Tonkin	Contracting Secretary Services for December 2024	\$830.00
S Tonkin	Contracting Secretary Services for January 2025	\$580.00
S Tonkin	Reimbursement items for L Guyan. Care Pack.	\$51.47
S Tonkin	Plant Gift - M & H Easton	\$35.00
<b>Notes</b>		



### **RESOLVED WPT13/292**

That the cash summaries for December and January be accepted and the accounts approved for payment.

**Decision Date:** 12 Feb 2025  
**Mover:** Lichelle Guyan  
**Seconder:** John Clements  
**Outcome:** Approved

## **6.2 Budget Variance - Jan 2025**

Expenditure for end of December 2024 shows that under General Expenses, there were travel expenses for Director interviews. Trustee fees include PAYE from March 2024, though paid in April 2024. The budget is tracking as expected.

## **7. General Business**

### **7.1 Website/Media**

Website visits include total of 57 users, with 36 from New Zealand and the remainder overseas, for the month of January.

The website view statistics for the last 18 months were displayed in a graph for reference.

### **7.2 ETNZ - May Conference**

The ETNZ May Conference will be held in Wellington on Thursday, 8th May and Friday, 9th May 2025. A workshop covering the Fundamentals of the NZ Electricity Industry will take place on Wednesday, 7th May 2025 and will be facilitated by Jonathan Kay. The costs of this workshop are based on a minimum of 15 trustees attending. M. Easton has expressed interest in attending the workshop. The secretary is to book five rooms for two nights at the James Cook Hotel Wellington.

### **7.3 Trust Matters - January 2025**

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

The A & P Show will be held on the 22 February 2025. Powerswitch and EnergyMate will be on site and be joining Network Waitaki Ltd. It is also an opportunity for the Trust to engage with the community in the lead-up to the upcoming Trust Elections.

#### **7.5 Review Long Term Plan**

The Long Term Plan is due for review, and feedback has been deferred to the next meeting in March.

#### **7.6 Annual Calendar**

Annual Review to be discussed at next meeting.

### **8. Close Meeting**

#### **8.1 Close the meeting - 11.45am**

**Next meeting:** Waitaki Power Trust General Meeting (29th Meeting of the 13th Trust) - 12 Mar 2025, 11:05 am

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

Doreen Cleave  
19 Mar 2025