

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (5TH MEETING OF THE 14TH TRUST)



At the **Waitaki Power Trust General Meeting (6th Meeting of the 14th Trust)** on **8 Apr 2026** these minutes were **confirmed as presented**.

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| Name: | Waitaki Power Trust |
| Date: | Wednesday, 11 March 2026 |
| Time: | 9:00 am to 11:02 am (NZDT) |
| Location: | NWL Board Room, 10 Chelmer Street, Oamaru |
| Board Members: | Sven Thelning, Lichelle Guyan (Chair), George Kelcher, Herb Tonkin, Helen Fortune |
| Attendees: | Sue McErlane |

1. Opening Meeting
 - 1.1 Welcome
 - 1.2 Apologies
 - 1.3 Strategic Plan
 - 1.4 Interest Register
2. Notices of General Business
3. Confirmation of Minutes of General Meeting - 4 February 2026
 - 3.1 Confirm Minutes

Waitaki Power Trust General Meeting (4th Meeting of the 14th Trust) 4 Feb 2026, the minutes were confirmed as presented.



RESOLVED: 14/61

That the minutes of the General Meeting held on the 4th February 2026, (5th Meeting of the 14th Trust), are a true and accurate record of the meeting.

Decision Date: 11 Mar 2026
Mover: Sven Thelning
Seconded: Helen Fortune
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

4.2 Matters Arising

Sven reported back that MS Business is needed to access emails. @waitakipowertrust.co.nz adds the professional look.

Sue feedback on AI integration for BoardPro minutes. Currently, BoardPro does not have a built-in AI feature for taking or transcribing meeting minutes. If you use an external AI tool to transcribe your meetings or generate minutes, you will need to manually copy and paste the content into BoardPro.

BoardPro is actively researching how AI can be thoughtfully integrated into the platform to add real value for meeting minutes and governance workflows, but these features are still in the exploratory phase and not yet available. They will update us on any future developments.

5. Correspondence

5.1 Autumn Conference - Director invite

5.2 Matters arising from Correspondence

5.3 Correspondence Approved



RESOLVED: 14/62

That the inwards correspondence be accepted.

Decision Date: 11 Mar 2026
Mover: George Kelcher
Seconder: Herb Tonkin
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED: 14/63

That the cash summary for February be accepted and the following accounts and out-of-pocket expenses be approved for payment.

Decision Date: 11 Mar 2026
Mover: Helen Fortune
Seconder: Herb Tonkin
Outcome: Approved

See Late Items 7.6



RESOLVED: WPT 14/64

L Guyan proposes that we transfer \$25,000 from our savings to our working account to cover future costs.

Decision Date: 11 Mar 2026

Mover: Lichelle Guyan
Seconder: George Kelcher
Outcome: Approved

Term Deposits will be discussed at our April Meeting.

7. General Business

7.1 ETNZ - May Conference

7.2 A & P Show Feedback

Lovely day. Great collaboration between NWL & WPT, on one site worked well. Interacting with staff was a real plus, thank NWL for the set up process. Activities were very well used.

Action: Sue to send a letter of thanks on behalf of the WPT to Dylan, Amy and team.
Congratulations on winning the Ribbon & Cup for Best Trade Display.

7.3 Budget

ACTION: Helen Fortune has been allocated to oversee the Annual Budget.

ACTION: Lichelle to ask Alison (NWL Finance) at the Audit Meeting if Helen can be added to WPT Xero file.

7.4 Preparing for for Annual Report

Action:

The Annual Report shall be allocated among the Trustees as follows:-

Major Projects - Herb Tonkin

Network Performance - Sven Thelning

Finance - Helen Fortune

Community Engagement - George Kelcher

ACTION: Sue to contact Tamin - regarding the key contacts for each area.

7.5 Annual Calendar

AGM Monday 27th of July 2026

ACTION: Sue to get a costing of the InkBox venue hire, tea & coffee. Tentatively book the venue. Confirm at April's meeting.

7.6 Late Items for consideration



RESOLVED: WPT 14/65

That the late items be accepted.

Decision Date: 11 Mar 2026
Mover: Lichelle Guyan
Seconder: Helen Fortune
Outcome: Approved

8. Close Meeting

8.1 8.1 Close the meeting - 11.02 am

Next meeting: Waitaki Power Trust General Meeting (6th Meeting of the 14th Trust) - 8 Apr 2026, 8:30 am

A handwritten signature in black ink, appearing to be 'Lichelle Guyan', written over a horizontal line.

Lichelle Guyan
23 Apr 2026