

# CONFIRMED MINUTES

## WAITAKI POWER TRUST GENERAL MEETING (21ST MEETING OF THE 13TH TRUST)



At the **Waitaki Power Trust General Meeting (22nd Meeting of the 13th Trust)** on **10 Jul 2024** these minutes were **confirmed as presented**.

<b>Name:</b>	Waitaki Power Trust
<b>Date:</b>	Wednesday, 12 June 2024
<b>Time:</b>	11:20 am to 11:45 am (NZST)
<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 - None Declared.
- 2. Notices of General Business - None
- 3. Confirmation of Minutes of General Meeting - 22 May 2024
  - 3.1 Confirm Minutes

**Waitaki Power Trust General Meeting (20th Meeting of the 13th Trust) 22 May 2024**, the minutes were confirmed as presented.



### RESOLVED WPT13/198

That the minutes of the 20th General Waitaki Power Trust meeting held on 22 May 2024 are a true and accurate record of the meeting.

<b>Decision Date:</b>	12 Jun 2024
<b>Mover:</b>	Lichelle Guyan
<b>Seconder:</b>	John Clements
<b>Outcome:</b>	Approved

- 4. Actions/Matters Arising
  - 4.1 Action List

## 4.2 Matters Arising - None

## 5. Correspondence

### 5.1 ETNZ - May Newsletter

### 5.2 Solicitor Representation Letter

### 5.3 ETNZ - Secretary

### 5.4 Insurance Renewal

### 5.5 NWL Sponsorship Awards Ceremony

### 5.6 Matters arising from Correspondence

**Trust Matters Newsletter** - Information is useful and relevant.

**Network Waitaki Community Sponsorship Awards Ceremony** - held on Thursday 20 June 2024, in the Empire Room, Oamaru Opera House, 5.30pm for 5.45pm start. H Tonkin, J Clements and D Cleave confirming attendance.

### 5.7 Correspondence Approved



#### RESOLVED WPT13/199

That the inward correspondence be received.

**Decision Date:** 12 Jun 2024  
**Mover:** Lichelle Guyan  
**Seconder:** Herb Tonkin  
**Outcome:** Approved

## 6. Financials

### 6.1 Cash Summary/Accounts for Payment



#### RESOLVED WPT13/200

That the cash summary be received and the following accounts be approved for payment.

**Decision Date:** 12 Jun 2024  
**Mover:** John Clements  
**Seconder:** Morgan Easton  
**Outcome:** Approved

Name	Description	Amount
Oamaru IT Solutions	Microsoft 365 Business Standard June Monthly Subscription	\$167.26
S Tonkin	Contracting Secretary Services for May 2024	\$1,100.00
Oamaru Print and Copy	Second Director Ad - May	Pending

Allied Press	2x Ads Oamaru Mail 2x Ads Otago Daily Times	\$299.00
S Tonkin	Reimbursement - Morning Tea and Lunch - June Meeting	\$46.29
L Guyan	Mileage Oamaru - Dunedin Airport 254km x0.95cents =\$241.30 ETNZ Conference Expense	\$241.30
M Easton	Reimbursement Taxi Fee ETNZ Conference Expense	\$79.35

## 7. General Business

### 7.1 Website/Media

**Website Visits** - 70 Users, 54 NZ and remainder overseas.

### 7.2 Insurance Renewal



#### RESOLVED WPT13/201

That Marsh Limited be requested to quote on the same insurance covers based on last years.

**Decision Date:** 12 Jun 2024  
**Mover:** John Clements  
**Seconder:** Morgan Easton  
**Outcome:** Approved

### 7.3 Annual General Meeting

Trustees discussed the format of the Annual General Meeting and order of speakers.

### 7.4 Annual Calendar

## 8. Close Meeting

### 8.1 Close the meeting

**Next meeting:** Waitaki Power Trust General Meeting (22nd Meeting of the 13th Trust) - 10 Jul 2024, 8:30 am

**Other Meetings:** NWL AGM - 24th June 2024 at 1.00pm.

A handwritten signature in black ink, appearing to read "D. Cleave". The first letter 'D' is large and circular, followed by the name "Cleave" in a cursive script.

Doreen Cleave  
14 Jul 2024

A second handwritten signature in black ink, identical to the one above, appearing to read "D. Cleave".