

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (3RD MEETING OF THE 13TH TRUST)

At the **Waitaki Power Trust General Meeting (4th Meeting of the 13th Trust)** on **15 Feb 2023** these minutes were confirmed as presented.

Name:	Waitaki Power Trust
Date:	Wednesday, 14 December 2022
Time:	8:00 am to 8:45 am (NZDT)
Location:	NWL Board Room, 10 Chelmer Street, Oamaru
Board Members:	Doreen Cleave (Chair), Herb Tonkin, Jock Webster, Lichelle Guyan
Attendees:	Sandra Tonkin
Apologies:	John Clements

1. Opening Meeting

1.1 Interest Register

2. Notices of General Business - None

3. Confirmation of Minutes of General Meeting - 14 November 2022

3.1 Confirm Minutes

Waitaki Power Trust General Meeting (2nd Meeting of the 13th Trust) 14 Nov 2022, the minutes were confirmed as presented.



RESOLVED: WPT13/29

That the minutes of the 2nd Meeting of the Waitaki Power Trust General Meeting held on the 14th November 2022 are a true and accurate record of the meeting.

Decision Date: 14 Dec 2022
Mover: Jock Webster
Seconded: Lichelle Guyan
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

Due Date	Action Title	Owner
19 Oct 2022	Berry & Co Status: Completed on 8 Dec 2022	Sandra Tonkin
31 Oct 2022	Lichelle - Photo for Brochure Status: In Progress	Lichelle Guyan

5. Correspondence

5.1 Waipa Networks Trust - Conference

5.2 ETNZ - Conference Thank you

5.3 Berry & Co - Trust Deed

5.4 ANZ Direct Online - Conditions of Use

5.5 ETNZ - Updates

5.6 ETNZ - Conference/New Chairperson

5.7 ETNZ - Conference

5.8 Chris Mardon - Media Articles

5.9 ETNZ Trust Matters December 2022

5.10 Matters arising from Correspondence

Trust Deed - No response from Berry and Co and secretary to follow up.

Autumn Conference - held on the Thursday 11th and Friday 12th May 2023. Book five spaces. Credit form to be completed for Hotel. May Meeting to be held on the third week after conference.

Trust Matters - 2023 WACC (Weighted Average Cost of Capital) Review with submissions due 3 February 2023.



RESOLVED: WPT13/30

That a letter be written to NWL on what action the Trust should be taking or needing to support with input to the 2023 WACC Review with submissions closing on Friday 3rd February 2023.

Decision Date: 14 Dec 2022
Mover: Jock Webster
Seconder: Lichelle Guyan
Outcome: Approved



Trust Deed

Follow up with Berry & Co with Trust Deed.

Due Date: 19 Dec 2022

Owner: Sandra Tonkin



Autumn Conference

Book accommodation and complete forms for invoicing.

Due Date: 31 Jan 2023

Owner: Sandra Tonkin



Letter to NWL

WACC Review Submission.

Due Date: 9 Jan 2023

Owner: Sandra Tonkin

5.11 Correspondence Approved



RESOLVED WRT13/31

That the inward correspondence be received and the outward be approved.

Decision Date: 14 Dec 2022

Mover: Lichelle Guyan

Seconder: Herb Tonkin

Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED: WPT13/32

Note: Chairperson seconded motion as a signatory as one of the other Trustees as signatory had a claim for reimbursement in the Payment Schedule.

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

Decision Date: 14 Dec 2022

Mover: Lichelle Guyan

Seconder: Doreen Cleave

Outcome: Approved

7. General Business

7.1 Website/Media

75 Users for November: 50 NZ, 15 USA, 6 Australia and 4 - other countries. Average session is 2.40 minutes.

7.2 ASB Forms



ASB Forms

Forms to be completed and emailed by end of December.

Due Date: 25 Dec 2022

Owner: Sandra Tonkin

7.3 Board Pro

Trustees to change to new emails in Board Pro.

7.4 Trustee Photos

2020 photos are suitable to use. Lichelle to provide another photo.



Lichelle photo

Lichelle to take some photos and provide for brochure.

Due Date: 8 Feb 2023

Owner: Lichelle Guyan

7.5 A & P Show 2023

The Trust will participate and have booked a stand next to NWL for 25th February 2023. Planning at February meeting.

7.6 NWL-Waitaki Valley Tour

Shane Watson and Craig Conlan presented a Power Point on the overview of NWL operations. Shane Watson and Tod Trotman will accompany Trustees on the tour. Apologies from Geoff Douch who is unavailable to attend.

8. Close Meeting

8.1 Close the meeting - 8.45am

Next meeting: No date for the next meeting has been set.

Signature: M. Cleave

Date: 21 February 2023