

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (34TH MEETING OF THE 12TH TRUST)

At the **Waitaki Power Trust General Meeting (35th Meeting of the 12th Trust)** on **14 Sep 2022** these minutes were confirmed as presented.

Name: Waitaki Power Trust
Date: Wednesday, 10 August 2022
Time: 8:30 am to 9:50 am
Location: NWL Board Room, 10 Chelmer Street, Oamaru
Board Members: John Clements (Chair), Herb Tonkin, Doreen Cleave, Lichelle Guyan
Attendees: Sandra Tonkin
Apologies: Mr Jock Webster

1. Opening Meeting
 - 1.1 Interest Register
2. Notices of General Business
 - 2.1 Trust Deed - Part 1, 2.6 (J) Page 21
3. Confirmation of Minutes of Meeting - 13 July 2022
 - 3.1 Confirm Minutes

Waitaki Power Trust General Meeting (33rd Meeting of the 12th Trust) 13 Jul 2022, the minutes were confirmed as presented.



RESOLVED:WPT12/311

That the minutes of the 33rd Meeting of the Waitaki Power Trust General meeting held on the 13th July 2022 are a true and accurate record of the meeting.

Decision Date: 10 Aug 2022
Mover: Lichelle Guyan
Seconder: Herb Tonkin
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

Due Date	Action Title	Owner
30 Jun 2022	Website Status: Completed on 9 Sep 2022	Sandra Tonkin
5 Jul 2022	Discussion around exploring a EV community vehicle. To do some re... Status: Completed on 12 Jul 2022	John Clements
6 Jul 2022	Director Appointment Policy Status: In Progress	Mr Jock Webster
18 Jul 2022	Contact Ashley Smyth (Oamaru Mail) Status: Completed on 3 Aug 2022	Mr Jock Webster
31 Jul 2022	Annual Report Status: Completed on 3 Aug 2022	Sandra Tonkin

5. Correspondence

5.1 Berry & Co

5.2 ETNZ - Voting

5.3 ETNZ - Conference Accomodation

5.4 ETNZ - Submissions

5.5 ETNZ - Trust Matters

5.6 Chris Mardon - Consumer NZ article - Energy Assessment projects

5.7 Marsh Insurance - Renewal

5.8 Matters arising from Correspondence

Spring Conference - Held on 10th and 11th November at the Sir Don Rowlands Centre, Lake Karapiro, Waikato. Hosted by Waipa Networks Trust. Accommodation has been booked at the Hidden Lake Hotel, Cambridge.

5.9 Correspondence Approved



RESOLVED WPT12/312

That the inwards correspondence be received and outward approved.

Decision Date: 10 Aug 2022
Mover: Lichelle Guyan
Seconder: Herb Tonkin
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED: WPT12/313

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

Decision Date: 10 Aug 2022
Mover: Lichelle Guyan
Seconder: Doreen Cleave
Outcome: Approved

BrackensPrint	\$34.50
BrackensPrint	\$131.10
BrackensPrint	\$70.15
BrackensPrint	\$14.38
Elections Services Ltd	\$14,566.67
Fluid	\$254.84
Oamaru IT Solutions	\$156.49
S Tonkin - July Invoice	\$1,056.05
Allied Press	\$807.30
Oamaru Opera House	\$971.75
Oamaru Print and Copy	\$120.20

6.2 WPT Auditor for 2023 Financial Year

PwC to be advised that they have been appointed Trust auditor for the 2023 financial year.

7. General Business

7.1 Website

We have had 67 users for the month of July 2022. Average viewing session duration of 4mins 20 seconds. 62 users from New Zealand and the rest from overseas.

Website - Goanna is now called Fluid. Website has been updated. It was agreed that the secretary undertakes training with Craig Quested which will be done via Zoom which will be recorded and refer back to if needed. It would save considerable costs in the future for the Trust to be able to maintain the website. Minutes to be uploaded to the website each month.

7.2 Insurance Renewal

Insurance Renewal forms to be completed and to be sent away by Monday 15th August. Cyber Insurance is available. More information needed from Oamaru IT Solutions on this insurance option.

Action: J Clements to enquire at Oamaru IT Solutions

7.3 Trustee Elections

Discussion on Trustee Elections. There are four candidates seeking three positions on the trust this year. John Clements, Lichelle Guyan, Peter Rodwell and Herb Tonkin. Election Services Ltd have sent out voting papers which had not followed the correct process making the election void. The Election Services have been contacted to remedy with new voting papers being issued and the timeline for the election process to be extended. Media Press Release was presented and will be published in the Oamaru Mail.

Trustee Induction: Include learning about what Network Waitaki Ltd does.



RESOLVED WPT12/314

That the Media Release be put on the Trust Website to inform Consumers about the Trust Elections.

Decision Date: 10 Aug 2022
Mover: Doreen Cleave
Seconder: Lichelle Guyan
Outcome: Approved

7.4 WPT AGM

The Annual General Meeting at the Oamaru Opera House went well and concluded with the presentation by speakers, followed by informative Q&A session. Feedback - to improve communication regarding the catering.

7.5 Clued Up Communities Expo

A worthwhile community event which was an enjoyable day at a great venue.

7.6 Access Policy

Amend the parts and sections in template for next meeting.

7.7 Trust Deed

Discussion on the Trust Deed which is to be reviewed.

Clause Part 1, 2.6(J) page 21.

(j) Each candidate shall be given an opportunity to provide information to Consumers, about his or her qualification and expertise to be elected as a Trustee and such details, to be no longer than one page in length, shall together with a photograph of the candidate be sent to each Consumer with the voting papers.

It was outlined that what was in the constitution was different to the 150 word limit for prospective trustees in the Election process.

Action: After the completion of the Trustee Election to follow up with a letter to Election Services on the Election process.

8. Close Meeting

8.1 Close the meeting - 9.50am

Next meeting: Waitaki Power Trust General Meeting (35th Meeting of the 12th Trust) - 14 Sep 2022, 8:30 am

Signature: J. Clements

Date: 12/10/22