

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (5TH MEETING OF THE 13TH TRUST)

At the Waitaki Power Trust General Meeting (6th Meeting of the 13th Trust) on 12 Apr 2023 these minutes were confirmed as presented.

Name:	Waitaki Power Trust
Date:	Wednesday, 15 March 2023
Time:	11:30 am to 12:15 pm (NZDT)
Location:	NWL Board Room, 10 Chelmer Street, Oamaru
Board Members:	John Clements, Doreen Cleave (Chair), Jock Webster, Lichelle Guyan
Attendees:	Sandra Tonkin
Apologies:	Herb Tonkin

1. Opening Meeting
 - 1.1 Interest Register
2. Notices of General Business - None
3. Confirmation of Minutes of General Meeting - 15 February 2023
 - 3.1 Confirm Minutes

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



RESOLVED WPT13/60

That the minutes of the 4th Meeting of the Waitaki Power Trust General meeting held on the 15th February 2023 are a true and accurate record of the meeting.

Decision Date: 15 Mar 2023
Mover: Lichelle Guyan
Seconder: Jock Webster
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

Due Date	Action Title	Owner
31 Jan 2023	Autumn Conference Status: Completed on 28 Mar 2023	Sandra Tonkin
28 Feb 2023	ETNZ - Comcom Meeting Status: Completed on 10 Mar 2023	Sandra Tonkin

4.2 Matters Arising

Photo - photographer is not available and will reschedule to take a photo of L. Guyan.

Board Pro and IPAd - some Trustees are requiring additional support and training. This can be coordinated at a meeting when everyone is present.

5. Correspondence

5.1 Chris Mardon- Light Bulbs

5.2 Chris Mardon - Assessments

5.3 Solicitor's Presentation Letter (Audit)

5.4 Consumer - Avoiding Winter Power bill shocks

5.5 Downstream Conference

5.6 Productivity Commission - Updates

5.7 ETNZ - ComCom Meeting

5.8 ETNZ - Trust Matters March Newsletter

5.9 Marsh Insurance

5.10 Matters arising from Correspondence

Chris Mardon articles have been useful and informative.

Solicitor Representation Letter has been completed and signed for end of year audit. It will be sent after 1st April 2023.

Power Shock Consumer article - Check with Chris Mardon and author Kate Harvey whether it can be shared on the WPT Website.

Action Point: *Secretary to follow up with article.*

Productivity Commission articles to continue to be included in correspondence.

Comcom meeting - ETNZ have acknowledged receipt of letter and will discuss at their next Board meeting.

Marsh Insurance - Kirk Peacock has responded with information on insurance for the Elections that would be covered under Statutory Liability Insurance.

Action: Secretary to write to ETNZ with the information provided by Marsh Insurance.

5.11 Correspondence Approved



RESOLVED WPT13/61

That the inward correspondence be received and the outward approved.

Decision Date: 15 Mar 2023
Mover: John Clements
Seconder: Jock Webster
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment

ETNZ will provide an invoice for conference registrations.



RESOLVED WPT13/62

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

Decision Date: 15 Mar 2023
Mover: Lichelle Guyan
Seconder: John Clements
Outcome: Approved

Name	Description	Amount
Oamaru IT Solutions	Monthly MS365 Subscription	\$156.49
J. Clements	Reimbursement for A & P Show additional Tradespace 166	\$70.00
S. Tonkin	February Contracting Invoice	\$1120.00

6.2 Budget 2023

2022 Budget did not include the annual dividend. There are no election costs this year and to build in insurance costs.

Action: Chair to create a budget for 2024.

6.3 End of Year Audit/Annual Review

End of Year Audit/Annual Review

Trustees have an allocated section to complete for the Annual Review:

Financial Performance	D. Cleave
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Contracting Services	H. Tonkin
Community Engagement/Benefits of Trust Ownership	L. Guyan
Directors and Trust Elections	J. Webster
Company Performance	J. Clements

7. General Business

7.1 Website/Media

Action Point: Secretary to check Consumer Article whether it can be uploaded on the website.

7.2 Brochure

Brochure is work in progress and awaiting photo for L. Guyan.

7.3 A & P Show 2023

General discussion on an interesting and successful day which had good interaction with community. NWL was interlinked with WPT stall. The contraption on loan for the day was popular and enjoyed by adults and children.

7.4 ETNZ Conference 11th - 12th May 2023 - Wellington

Accommodation have been booked for participants. Draft programme available.

7.5 Annual Calendar

Annual Calendar - work in progress. Policies will be looked at and revisited with planner. Director Appointments will be coming up in April. Trust information will be sent to Trust emails only.

8. Close Meeting

8.1 Close the meeting - 12.15pm

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

Signature: W. Cleave

Date: 21 April 2023