

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (22ND MEETING OF THE 13TH TRUST)



At the **Waitaki Power Trust General Meeting (23rd Meeting of the 13th Trust)** on **14 Aug 2024** these minutes were **confirmed with the following changes:**

Add word "key" before word "staff" to read key staff.

Name:	Waitaki Power Trust
Date:	Wednesday, 10 July 2024
Time:	8:30 am to 9:25 am (NZST)
Location:	NWL Board Room, 10 Chelmer Street, Oamaru
Board Members:	Doreen Cleave (Chair), Herb Tonkin, Lichelle Guyan, Morgan Easton
Attendees:	Sandra Tonkin
Apologies:	John Clements

1. Opening Meeting

1.1 Apologies - John Clements



RESOLVED WPT13/203

That the apology be accepted.

Decision Date:	10 Jul 2024
Mover:	Herb Tonkin
Seconder:	Lichelle Guyan
Outcome:	Approved

Lichelle Guyan put in apologies for the September and October meetings due to being on leave.

1.2 Strategic Plan

1.3 Interest Register - None declared.

Interest Registry was updated. If Trustees have no conflicts of interest, they do not need to be listed as nil in the register.

2. Notices of General Business - None

3. Confirmation of Minutes of General Meeting - 12 June 2024

3.1 Confirm Minutes

Waitaki Power Trust General Meeting (21st Meeting of the 13th Trust) 12 Jun 2024, the minutes were confirmed as presented.



RESOLVED WPT13/204

That the minutes of the 21st Waitaki Power Trust General meeting (13th Trust) held on 12th June 2024 are a true and accurate record of the meeting.

Decision Date: 10 Jul 2024
Mover: Morgan Easton
Seconder: Lichelle Guyan
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

Trustee Induction - It was agreed that an introduction to Network Waitaki Ltd key staff will be part of the Induction Process.



Update Induction Process

Due Date: 31 Jul 2024
Owner: Sandra Tonkin

4.2 Matters Arising - None

5. Correspondence

5.1 ETNZ Spring Conference

5.2 Matters arising from Correspondence

ETNZ Spring Conference 2024 - The Conference will take place on Thursday 14th, and Friday 15th November 2024 in Hamilton. Accommodation arrangements will be made for three Trustees.

November Trust Meeting - It was agreed to reschedule the 13th November 2024 Trust meeting to be moved to 20th November 2024.

5.3 Correspondence Approved



RESOLVED WPT13/205

That the inwards correspondence be received.

Decision Date: 10 Jul 2024
Mover: Lichelle Guyan
Seconder: Morgan Easton
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED WPT13/206

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

Decision Date: 10 Jul 2024
Mover: Morgan Easton
Seconder: Herb Tonkin
Outcome: Approved

Name	Description	Amount
Oamaru Opera House	Invoice 170310 Board Room Room Hire 12 June	\$97.75
Oamaru IT Solutions	MS365 July Subscription	\$167.26
S Tonkin	Contracting June	\$1260.00
Oamaru Print and Copy	Director Ad (Second one - rerun)	\$94.50
Ben Nettleton	Advice - Trust Election Process	\$1972.25
S Tonkin	Reimbursement - Chocolates for NWL Finance - Thank you to Audit Team.	\$15.00

7. General Business

7.1 Website/Media

WPT Website visits for June 2024: 75 users, 54 (NZ) users and 21 web visits from overseas.

7.2 WPT Annual General Meeting

Trustees discussed the arrangements for the AGM. The minutes of the AGM held on Monday 31st July 2023 required no corrections. The Runsheet will be updated. The AGM provides an opportunity for consumers to participant in a Q&A session and provide feedback to the Trust. Dylan Andrews CEO of Network Waitaki will be guest speaker.

Invitations will be emailed to the following: Mayor, CEO and Councilors of the Waitaki District Council, as well as Miles Anderson - MP for Waitaki.



Letter to Dylan Andrews

Letter to Dylan Andrews asking that he give a 5 - 10 min talk and be available to answer any questions that relate to NWL

Due Date: 19 Jul 2024

Owner: Sandra Tonkin

7.3 NWL Sponsorship Awards Ceremony

There was a general discussion on the NWL Sponsorship Awards Ceremony held at the Oamaru Opera House on 20 June 2024.

A motion proposed by Herb Tonkin:

"That absent recipients from the awards do not get their sponsorship and are excluded from receiving a grant for the next two years."

There was no seconder and the motion failed.

7.4 Insurance Renewal



RESOLVED WPT13/207

To renew insurances with the same company to ensure continuity of cover for contingent liabilities.

Decision Date: 10 Jul 2024
Mover: Morgan Easton
Secunder: Lichelle Guyan
Outcome: Approved

7.5 Annual Calendar

8. Close Meeting

8.1 Close the meeting - 9.25am

Next meeting: Waitaki Power Trust General Meeting (23rd Meeting of the 13th Trust) - 14 Aug 2024, 11:50 am

Waitaki Power Trust Annual General Meeting, Monday 29th July 2024 at 5.30pm.

Doreen Cleave
27 Aug 2024