

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (11TH MEETING OF THE 13TH TRUST)

At the **Waitaki Power Trust General Meeting (13th Meeting of the 13th Trust)** on **11 Oct 2023** these minutes were **confirmed as presented**.

Name:	Waitaki Power Trust
Date:	Wednesday, 13 September 2023
Time:	8:30 am to 10:04 am (NZST)
Location:	NWL Board Room, 10 Chelmer Street, Oamaru
Board Members:	Doreen Cleave (Chair), Herb Tonkin, Jock Webster, John Clements, Lichelle Guyan
Attendees:	Sandra Tonkin

1. Opening Meeting

1.1 Strategic Plan

Action Plan - Objective Seven: Further develop the WPT image.

It was agreed that the Trust should have more than one person on their radar if a communication expert was required in case R Ryan was unavailable.

1.2 Interest Register

2. Notices of General Business - None

3. Confirmation of Minutes of General Meeting - 9 August 2023

3.1 Confirm Minutes

Waitaki Power Trust General Meeting (10th Meeting of the 13th Trust) 9 Aug 2023, the minutes were confirmed as presented.



RESOLVED WPT13/114

That the minutes of the General Meeting held on the 9 August 2023 are a true and accurate record of the meeting.

Decision Date: 13 Sept 2023
Mover: Lichelle Guyan
Seconder: Jock Webster
Outcome: Approved

4. Actions/Matters Arising

4.1 Action List

4.2 Matters Arising

5. Correspondence

5.1 ETNZ - Trust Tax Changes

5.2 WACC Levels

5.3 Chris Mardon

5.4 David Ruddenklau

5.5 ETNZ Conference

5.6 ETNZ - Audited Financials

5.7 ETNZ Survey

5.8 ETNZ Newsletter

5.9 Matters arising from Correspondence

David Ruddenklau - Letter of thanks to be forwarded to Network Waitaki.

ETNZ Survey - The feedback was noted from the Trusts who have responded.

It was agreed to write a Letter to ETNZ with the following points:

- ETNZ to keep pressure on the Honourable Minister Megan Woods to ensure EDBS are well represented.
- The ETNZ feedback is acknowledged and looking forward to the next steps.
- The Trust thanks the ETNZ for an informative newsletter that is very interesting and useful.

5.10 Correspondence Approved



RESOLVED WPT13/115

That the inward correspondence be received and the outward approved.

Decision Date: 13 Sept 2023
Mover: Jock Webster
Seconder: Herb Tonkin
Outcome: Approved

7.4 Insurance - Renewal

2023 - 2024 Insurance Renewal was completed and final schedules were presented to the Trust.

7.5 Policy - Trustee Term Tenure



RESOLVED WPT13/117

Move to accept the Trustee Tenure Policy with minor amendments.

Decision Date: 13 Sept 2023
Mover: Jock Webster
Seconder: Lichelle Guyan
Outcome: Approved



RESOLVED WPT13/118

Move to investigate the possibility of changing the Trust Deed to align with the Trustee Tenure Policy.

Decision Date: 13 Sept 2023
Mover: Jock Webster
Seconder: Lichelle Guyan
Outcome: Approved

7.6 Promotion of Trust

J Clements is exploring ideas for the A & P Show and will present these at the December meeting.

7.7 Policies

Reimbursement of Out of Pocket Expenses on Trust Business Policy was reviewed by J Clements.



RESOLVED WPT13/119

Move that the Reimbursement of Out of Pocket expenses on Trust Business as reviewed with no changes and be put in the new template format. It will be reviewed as part of the three year review cycle.

Decision Date: 13 Sept 2023
Mover: John Clements
Seconder: Lichelle Guyan
Outcome: Approved

7.8 Chairperson

The appointment of the Chairperson role was held over to the October Meeting Agenda.

7.9 Annual Calendar

8. Close Meeting

8.1 Close the meeting - 10.04am

Next meeting: Waitaki Power Trust General Meeting (13th Meeting of the 13th Trust) - 11 Oct 2023, 8:30 am

6. Financials

6.1 Cash Summary/Accounts for Payment

Query on the Oamaru Opera House invoice stating a Full Day Rate and would be a Half Day Rate. This to be checked/amended before payment.



RESOLVED WPT13/116

That the Cash Summary be received and the following accounts be approved for payment.

Decision Date: 13 Sept 2023
Mover: John Clements
Seconder: Herb Tonkin
Outcome: Approved

Name	Description	Amount
AJ Woods Accountant	Xero Access for 16 months	\$432.56
Marsh Insurance	Annual Insurance Renewal (Paid 23 August 2023)	\$11,845.00
Oamaru IT Solutions	Monthly 365 Subscription	\$167.26
Oamaru Print and Copy	Annual General Meeting advertisements in the Telegram	\$297.40
Oamaru Opera House	Annual General Meeting	\$1250.63
S Tonkin	Secretarial Support (August)	\$1040.00

7. General Business

7.1 Website/Media

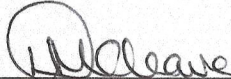
72 Users in August. 54 New Zealand and remainder is overseas.

7.2 Annual General Meeting

A general discussion on the current Annual General Meeting format. 24 attendees is the requirement for a quorum. The format, advertising and promotion of the event will be reviewed ahead of time before the next AGM. The Trust is looking to being more proactive in encouraging more community participation and attendance, It was agreed that only a cup of tea/coffee should be provided in future with no need for food.

7.3 ETNZ Conference

ETNZ Spring Conference in Invercargill - Trustees confirmed to attend: L.Guyan, J Clements. Herb Tonkin and D Cleave (Chair). The programme includes the Activity Day/Conference Tour on the Wednesday 8th November and the conference on Thursday 9th -Friday 10th November in which the Trust will travel on Tuesday 7th November. The Secretary will book accommodation and complete registrations.

Signature:  W. Cleave

Date: 30 October 2023