

**PINEHAVEN PROGRESSIVE ASSOCIATION**

**MINUTES OF THE ANNUAL GENERAL MEETING**

Pinehaven Community Hall, Wednesday 25 October 2017

Meeting started at 7.37pm with David Brown presiding / minutes recorded by Mel Hart

No	Item	Who	Detail	Action
1	<b>Present</b>		David Brown (DBr), Chris Cosslett (CC), Dominic Baron (DB), Mel Hart (MH), Pat Christianson (PC), Rita Bota (RB), Grant Crawford (GC), Max Christensen (MC), Ken Dixon (KD), Owen Johnson (OJ)	
	<b>In attendance</b>		Ross Mason (RM), Barry Yandle, Bruce Winter, Lynn McHugh, Jit Patel, plus registered attendees	
	<b>Apologies</b>		Adrienne Baron, Maria Christensen, Carol Dixon (CD)	
2	<b>Minutes of 2016 AGM</b>	DBr	– The minutes of the AGM held on 26 October 2016 were presented and approved (DB/RM)	
3	<b>President's report</b>	DBr	<ul style="list-style-type: none"> <li>– The President's report for 2016/17 was presented.</li> <li>– Thanks were extended to local tradesman Paul Cocker of Natural Floors Ltd<sup>1</sup> for his extensive efforts in making improvements to the Hall. Paul had generously donated considerable time, labour and resources to help the PPA with their upgrade of the Hall, for which the President and Committee members are extremely grateful and appreciative.</li> <li>– DBr also made special mention of the support and assistance of committee members during the last 12 months, and CD was acknowledged for her contribution to the work of the PPA by producing the monthly newsletter on the Committee's behalf.</li> <li>– The 2016/2017 President's report was praised by all AGM attendees, and was approved (DBr/PC)</li> </ul>	
4	<b>Treasurer's report</b>	DB	<ul style="list-style-type: none"> <li>– The Treasurer's report for 2016/17 was presented.</li> <li>– DB noted that the end of year statement concluded with a loss. While it was acknowledged this reflected considerable investment in upgrades to the Hall's facilities, it was emphasised that better promotion in the community of joining the PPA membership would also benefit the balance sheet. The new website, still under development, will include new functionality allowing residents to apply for memberships online, and coordinating more targeted and sustained activity to attract more members would subsequently help to increase revenue.</li> <li>– There followed discussion on the opportunities that grants offered to local charities such as the PPA, and it was agreed more focus needed to be placed on leveraging grant applications over the next twelve months. The Upper Hutt Cosmopolitan (Cossie) Club was suggested as a good place to start.</li> <li>– It was recommended that where legislative changes had led to provisional differences between the scope and requirements of an 'audit' versus that of a 'financial review', this should be reflected in the PPA's accounting model. The constitution will be amended to reflect the change, and the election of</li> </ul>	

<sup>1</sup> www.naturalfloor.co.nz

			<p>an auditor for the 2017/2018 financial year would instead refer to the election of a financial reviewer.</p> <ul style="list-style-type: none"> <li>- The Treasurer's report for 2016/2017 was approved (MC/RB)</li> </ul>	
5	<b>Elections</b>		<p>The 2016/17 elections were agreed:</p> <ul style="list-style-type: none"> <li>- President - David Brown (RM/CC)</li> <li>- Vice President - Chris Cosslett (MC/RB)</li> <li>- Secretary - Mel Hart (CC/DBr)</li> <li>- Treasurer - Dominic Baron (DBr/RB)</li> <li>- Financial Reviewer - Terry Kavanagh (DB/DBr)</li> <li>- Committee Members - Max Christensen (MC), Rita Bota (RB), Pat Christianson (PC), Grant Crawford (GC), Owen Johnson (OJ), Ken Dixon (KD)</li> <li>- CD will continue on as editor and publisher of the newsletter.</li> <li>- DBr requested it be recorded in the minutes that 2017/2018 would be his final term standing as President.</li> </ul>	
6.1	<b>AOB 1</b>	DBr	<p><b>Hall Hire Fee 2017/18</b></p> <ul style="list-style-type: none"> <li>- A resolution was proposed and approved that hireage of the Pinehaven Community Hall for the 2017/2018 financial year should be set at \$15 per hour (DBr/DB)</li> </ul>	
6.2	<b>AOB 2</b>	DBr	<p><b>Membership Fee 2017/18</b></p> <ul style="list-style-type: none"> <li>- A resolution was proposed and approved that the annual membership fee for the 2017/18 financial year should be set at \$10 (DB/CC)</li> </ul>	
6.3	<b>AOB 3</b>	DBr	<p><b>75<sup>th</sup> Anniversary of the PPA</b></p> <ul style="list-style-type: none"> <li>- DBr outlined the Committee's plans to acknowledge the 75<sup>th</sup> anniversary of the PPA, to mark 75 years since the PPA was established as an incorporated society.</li> <li>- The plans include: <ul style="list-style-type: none"> <li>&gt; Picnic - An event hosted at the Hall by the PPA in January for local residents to participate in celebrations.</li> <li>&gt; Trivia Night - A smaller, ticketed event hosted at the Hall by the PPA, with light refreshments provided, and past and present PPA members invited to attend.</li> </ul> </li> <li>- RM recommended an item be included in the next newsletter, and a call be put out for anyone with photos or memorabilia that they would like included in any celebratory displays to contact the PPA.</li> <li>- DBr announced that to mark the occasion, a new sign would also be erected above the Hall's main entrance, and a new noticeboard would be installed on Forest Road too.</li> </ul>	KD/CD
7	<b>Meeting closed</b>		8.25pm	



