

**MINUTES OF HAVELOCK VISION 2020 TRUST BOARD
HELD AT HCA OFFICE 2nd September 2019 (3.00 pm)**

Present: Barbara Fauls, Ian Cameron, Julia Pointon

In attendance: Susan Foster (Administrator)

Apologies: Pat Leggett, Muff Newton

Minutes of meeting held 29th July 2019: MOVED that minutes be taken as read and confirmed.

Ian/Barbara **CARRIED**

Matters arising:

Item	Action	Person	Date Due
Business/ Community Awards	Approach Hans at Marlborough Chamber of Commerce and see if it possible to have a special section in their annual business awards.	Barbara	Barbara has spoken with Hans.
Havelock Mussels	Research available grants for this project.	Susan	Identified Creative Communities with MDC as the best option.
Tumble Tots	Discuss options to run program at Havelock School with Ian Quilter. Muff to follow up with Ian, BOT meeting 25 th June	Muff	Ongoing.
Tai Chi	Discuss radio script with Theatre Co.	Ian	Completed and being broadcast on Pelorus FM.
EOY Financial Reports	Update Purpose/ Mission Statement.	Susan	Updated and ready for 2019/20.
EOY Financial Reports	Include disclaimer about volunteers not receiving payment.	Barbara /Susan	Updated and ready for 2019/20.
Bonfire Night	Approach Havelock Lions for assistance.	Ian	Lions happy to be involved.
Bonfire Night	Approach Havelock School and Pelorus Community Preschool with fundraising options and game organisation.	Susan	Preschool is keen to be involved. Havelock School have not replied.
Youth Activity	Find out more information on how the instructors would like to run the mountain biking sessions.	Muff	Ongoing.
Youth Activity	Compile the Recreation Aotearoa funding application for the kayaking activity with Sea Kayaking Adventures.	Susan	Application almost complete.
Havelock Birdsong	Present the Memorandum of Understanding to Havelock Birdsong.	Barbara / Susan	Ongoing.

Business/Community Awards – Barbara has had brief initial discussions with Hans and will be following up with more detail.

Havelock Mussels – The HCA discussed the proposal at their last meeting and are happy to support the project. The committee commented that the public toilets were on the list to get renovated so it would be worth waiting to place the mussel for this site after work is complete. Julia suggested that a mussel trail be created so that visitors could find the mussels through out town. Once Robin Dunn has given approval the grant application can be completed. There was also discussion about possible funding from Port Marlborough, as they may have funds available.

Bonfire Night – Lions were concerned about the increase in entry fee and suggested that the change be well advertised to avoid confusion on the night. The new entry fee being \$5.00 per carload instead of a gold coin donation. Barbara suggested approaching businesses for sponsorship of the event. Once the poster is complete Susan will email a copy to Ian so that he can circulate it through his network.

Correspondence: MOVED that inwards be received, and outwards approved Barbara/Ian **CARRIED** Ian commented on an email regarding the inclusion of youth representatives on Trust boards. He will circulate the email and it will be included at the next meeting.

Finance Report: MOVED that report be accepted. Ian/Julia **CARRIED.**

Pelorus FM – Brian is looking for any microphones. Susan remembered that there were originally microphones with the station. Janet is visiting later in the week and maybe able to shed light on their location.

Tumble Tots – Attendance has been down over the last couple of weeks. A flyer will be distributed in the next week to help raise awareness of the class.

Community Nursery – Outward Bound will be at Muff's on Thursday 5th September to help collect sheep manure and work on the nursery.

Youth Activity Ski Trip- The ski trip went ahead as planned on Sunday 18th August. Thirteen youth attended. The day went very well with the weather improving after a chilly start. A survey was completed during the trip and the results were tabled for discussion.

Havelock Vision 2020 Name Change – Havelock Vision is the preferred choice of name change. The change does not need to be actioned until next year.

MDC Elections – Barbara is standing to represent the Sounds ward on the local government elections. If she is successful in her campaign it should not affect her involvement with HV2020.

Meeting closed at 3.41pm

Next meeting: 3pm Monday 7th October 2019

B. Faulls
Chair

TASK LIST
From Monday 2nd September 2019

Item	Action	Person	Date Due
Business/ Community Awards	Continued discussion with Hans from MCC as to how these awards could be facilitated.	Barbara	7/10/19
Havelock Mussels	Prepare Creative Communities grant application.	Susan	27/9/19
Tumble Tots	Discuss options to run program at Havelock School with Ian Quilter. Muff to follow up with Ian.	Muff	7/10/19
Bonfire Night	Find out when fireworks will go on sale to determine Bonfire night date.	Susan	7/10/19
Bonfire Night	Once date is confirmed create posters for event and email copy to Ian.	Susan	7/10/19
Bonfire Night	Ask local business for sponsorship of event.	Barbara	7/10/19
Correspondence	Circulate email regarding Youth representation of Trust boards for discussion at next meeting.	Ian	7/10/19
Youth Activity	Complete Outdoor Recreation Funding application and submit.	Susan	6/9/19
Youth Activity	Find out more information on how the instructors would like to run the mountain biking sessions.	Muff	7/10/19
Havelock Birdsong	Present the Memorandum of Understanding to Havelock Birdsong.	Barbara/ Susan	7/10/19