

CONFIRMED MINUTES

WAITAKI POWER TRUST GENERAL MEETING (18TH MEETING OF THE 13TH TRUST)

At the **Waitaki Power Trust General Meeting(19th Meeting of the 13th Trust)** on **10 Apr 2024** these minutes were **confirmed as presented**.

Name:	Waitaki Power Trust
Date:	Wednesday, 20 March 2024
Time:	8:30 am to 9:30 am (NZDT)
Location:	NWL Board Room, 10 Chelmer Street, Oamaru
Board Members:	Doreen Cleave (Chair), Herb Tonkin, John Clements, Lichelle Guyan, Morgan Easton
Attendees:	Sandra Tonkin

1. Opening Meeting
 - 1.1 **Strategic Plan**
 - 1.2 **Interest Register**
2. Notices of General Business - None
3. Confirmation of Minutes of General Meeting - 17 January 2024
 - 3.1 **Confirm Minutes**

Waitaki Power Trust General Meeting (16th Meeting of the 13th Trust) 17 Jan 2024, the minutes were confirmed as presented.



RESOLVED WPT13/164

That the minutes of the General Meeting held on the 17 January 2024 are a true and accurate record of the meeting.

Decision Date:	20 Mar 2024
Mover:	Herb Tonkin
Seconded:	Morgan Easton
Outcome:	Approved

4. Actions/Matters Arising
 - 4.1 **Action List**

4.2 Matters Arising

5. Correspondence

5.1 Chris Mardon

5.2 Stats NZ

Stats NZ have sent a survey to collect information and this has been completed by D Cleave.

5.3 ETNZ Newsletters

5.4 Matters arising from Correspondence

5.5 Correspondence Approved



RESOLVED WPT13/165

That the inward correspondence be received and the outward approved.

Decision Date: 20 Mar 2024
Mover: John Clements
Seconder: Herb Tonkin
Outcome: Approved

6. Financials

6.1 Cash Summary/Accounts for Payment



RESOLVED WPT13/166

That the January/February cash summaries be received and the following accounts be ratified and approved for payment.

Decision Date: 20 Mar 2024
Mover: John Clements
Seconder: Morgan Easton
Outcome: Approved

Name	Description	Amount
Oamaru IT Solutions	March MS365 Subscription	\$167.26
Brydone Hotel	Room Hire Jan 25 (Interview)	\$100.00 (Paid 1st Feb)
Brydone Hotel	Room Hire Feb 2 (Interview)	\$100.00
S Tonkin	Contracting January 2024	\$1060.00
S Tonkin	Contracting February 2024	\$180.00

6.2 Budget 2025

A budget for the 2025 year was compiled by D Cleave and presented at the meeting.

6.3 Annual Audit

Secretary to contact NWL Financials for a timeline for the preparation of the Annual Audit.

7. General Business

7.1 Website/Media

Website had 58 Users, 38 NZ and the remainder overseas users.

7.2 A & P Show 2024 - Debrief

J Clements was thanked and acknowledged for the coordination of the day and site. Trustee attendance and engagement with community was worthwhile in promoting the work of the Waitaki Power Trust.

7.3 ETNZ Strategic Meeting 8th April 2024

L Guyan asked for further feedback to the ETNZ Strategic Plan which was worked on at the ETNZ Invercargill Conference in November 2023. It was re-affirmed that Educational opportunities is important for Trustees to do their role well.

7.4 ETNZ Conference 9th-10th May 2024 - Wellington

Accommodation has been booked. Registrations to be completed for confirmed Trustees and one director attending conference.

7.5 Annual Report

Preparations for the Annual Review (Annual Report)

- Financials - D Cleave
- Contracting and Maintenance - H Tonkin
- Alternative Energy - J Clements

Highlights - new CEO and change of directors. Align with NWL with common themes in their annual reporting.

7.6 WPT AGM - Monday 29 July 2024

Preparations for the WPT Annual General Meeting to be held on Monday 29th July 2024 at the Oamaru Opera House. Speaker - Dylan Andrews as the new CE. D Cleave to check information on quorum numbers.

7.7 Annual Calendar

Annual Calendar - working draft.

8. Close Meeting

8.1 Close the meeting - 9.30am

Next meeting: Waitaki Power Trust General Meeting(19th Meeting of the 13th Trust) - 10 Apr 2024, 8:30 am

A handwritten signature in black ink, appearing to read "D. Cleave". The signature is written in a cursive style with a large initial "D" and a period at the end.

Doreen Cleave
16 May 2024