

**Minutes Kamo Community Inc. meeting held at Kamo High School Library
Wednesday 13 March 2024 at 6pm.**

Present:

Committee: David, John N, Rebecca, Glen, Ruth, Debbie, Victor, Scotty
Coordinator: Charm Hauraki
Police: Nil
Councilors: Nil
Visitors: John F (Men's shed project manager)

Apologies:

Darryl, Michele
Moved apologies be accepted: John N Seconded: David
Carried

Minutes:

February 2024
Moved as true and accurate: Rebecca Seconded: John N
Carried

Matters Arising	Action Required
Will be covered in Agenda items.	
Treasurer's Report (Rebecca) i. Rebecca submitted a report to the Committee by email. ii. Bank balances: Business account \$15,900.62 Project Account \$00.12 Online call account \$24,408.22 iii. Still outstanding Connect invoices. David following up. iv. Membership now stands at 39 (correction to the 37 reported). v. <u>Rebecca moved that:</u> the Treasurer's report be received and that the following invoice be paid once KCI receives funds from DIA: Charm \$1600.50 Seconded: David Carried Note: KCI has been successful in being granted \$15,000 from DIA (of the \$45k applied for).	David following up.
General Business	
1. Police Report Nil	
2. Council Report (Marie) Nil	
3. Connect Update (David) i. This autumn issue is the first under the new Publishers' contract. A 28 page edition is \$3,900.00 ii. This edition may be less than 28 pages because Margie has fractured her wrist but with Megan's help may still be able to	

<p>produce a full edition. If it is reduced to 24 pgs it will have a corresponding reduction in fees.</p> <p>iii. Total advertising has fallen short.</p> <p>iv. David is proposing that Paul Dunning (from Onerahi whose background is in marketing and advertising) is willing to come on board to fill the gap. He proposes to look for new advertising and will take a 20% commission on the first advertisement only. Wishing to cover his expenses only. David will put together a contract for services which by mutual agreement can be relinquished in 7 days. David will monitor this contract after each issue. All information obtained is to be retained by KCi. Rebecca will record the agreement in Xero.</p> <p><u>David moved that:</u> KCi sign a contract for services with Paul Dunning to sell advertising on behalf of KCi for new advertisements in Te Kamo Connect.</p> <p>Seconded: John N Carried</p> <p>v. Rebecca noted that we will need to amend the contract with the Publishers to take note of the new agreement.</p> <p>vi. Also note that we need to ensure that advertising does not exceed 50% of Connect content.</p>	<p>David to write agreement and follow up.</p> <p>David to amend contract.</p>
<p>4. Chair's report</p> <p>i. <u>David moved that:</u> The Chair's report as circulated, be received as read.</p> <p>Seconded: Ruth Carried</p> <p>ii. Ruth to include Chair's report in next Agenda following review of last minutes.</p>	<p>Ruth to action</p>
<p>5. Project Updates (Charm)</p> <p>i. Charm emailed a comprehensive report on current projects.</p> <p>ii. Funding:</p> <ul style="list-style-type: none"> ▪ KCi has been successful in getting \$15k from <u>DIA</u> out of the \$45k requested. There was a general discussion on how to allocate these funds noting they can only be spent on what we applied for. <u>Ruth moved that:</u> the priority is to use DIA funds to cover Charm's contract wages for 5 months with the remainder for the next edition or two of Te Kamo Connect. <p>Seconded: David Carried</p> <ul style="list-style-type: none"> ▪ Grassroots funds: Charm applied for the balance of the costs of the Picnic table \$1992.00. Grassroots came back asking for a new signatory (which Ruth can do) a competitive quote, even though Charm had explained why one had not been provided. Charm has found a possibility and asked for quote. Grassroots also questioned ownership of the Picnic set. Charm had approached WDC to ask if I future they are willing to take ownership and assist with maintenance. The response was yes. 	<p>Charm to complete application to Grassroots.</p>

<p><u>Charm moved that:</u> KCi retain ownership and responsibility for maintenance of the Disability Picnic Table set, with the option of gifting to WDC in future. Seconded: David</p> <ul style="list-style-type: none"> ▪ Charm also completing report to DIA on previous \$10k grant by Friday 15th March. Ruth to review. iii. Graffiti removal team. Ruth has drafted an MOU between KCi and KHS. Asked if John N could review before sending to Darryl at KHS. iv. Meeting with Hapu & Arise Church. Ended up being more restoration of the Springs than about liaison with Hapu. David offered to follow up and meet with hapu on the marae if wanted. v. Pest-Free Te Kamo Working with Jo Skyrme (of Tiakina Whangarei NRC). Propose two trap giveaways plus a larger meeting with other pest-free suburbs. Jo offered to investigate “Pest-Free Te Kamo” signs. We agreed. John F decided he did not want to be a contact for trap collection. vi. Questions: <ul style="list-style-type: none"> a. Charm is asking for a Sign Team (Charm, Ruth, John N, Michele) meeting in early April. Date to be set by email. b. Dates for trap give-aways. Initial dates Saturday 4 May (David, Charm, Ruth); 5 October. vii. Ruth noted that because Charm does so many funding applications it would be good for her to have access to KCi financial information. Rebecca said she could give Charm View Only access to Xero. <u>David Moved that:</u> Rebecca give Charm View Only access to Xero. Seconded: Ruth Carried 	<p>Charm & Ruth to complete. Ruth to send draft MOU to John for review. David to follow up with Richard and Nicki Wakefield.</p> <p>Charm to follow up by email. Ruth will let Jo know dates.</p>
<p>6. Te Kamo Community Plan 2024-2034 (Ruth & Charm)</p> <ul style="list-style-type: none"> i. Ruth briefed the committee on the walkabout in Te Kamo (included: Ruth, Charm, Victor, Gavin Benny, Simon Reid, Jim Sephton, Louis Rattray, Nic Marshall). Very informative and appreciated by all parties. Lots to feed into Plan and LTP. ii. LTP project (which is the most frequently requested upgrade for Te Kamo) is Te Kamo traffic flow, parking, and pedestrian safety to achieve a more livable Te Kamo. iii. LTP submission period – mid March to mid April – to be confirmed. iv. Charm & Ruth to attend WDC briefing on LTP on 8 April. v. Intend to have an updated Project Plan and Community Plan by KCi April meeting. vi. Intend to have near-final Community Plan by AGM in July 2024. <u>Ruth moved that:</u> KCi indicate to WDC in the Project Plan that we would support 40kph speed zone through Te Kamo Village 24/7 and would like to discuss the extend of the Zone. Seconded: Rebecca Carried 	

<p>7. Other</p> <p>i. Te Kamo Mainstreet Clean up. Propose this becomes a Spring Clean and could be combined with Keep NZ Beautiful week.</p>	
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There being no further business, the meeting closed at 7.30pm.

Next Meeting 10 April Kamo High School.