

Meeting minutes

AGM 01		
Date: 12/04/2018	Time started: 18:30	Location: Evans Bay
Note taker	Brent Addis	
Attendees	Brent Addis (BA), Sophie Webber (SW), Bede Crestani (BC), Rodney Lelieveld (RL), Roger Young (RY),	
Apologies	Garth Mickell (GM)	
Not present		

General discussion points	Responsible / Date
1. SW report – 41 cadets incl officers. 5 commissioned, 3 not.	SW
-No discharges. One cadet contacted as has not turned up this year	SW
-No staff changes	SW
-No further cadets possible at present	SW
-2 Students on Junior NCO, a small number of staff on Senior NCO	SW
-ITTM course coming up. 1 officer, 1 Under officer attending	SW
-Recruit training	SW
-Flying weekend went well. 2 nd instructor used.	SW
-Shoot Saturday 14 th	SW
-Poppy day/ anzac planning coming up	SW
-skills team training 1 st /2nd week of term	SW
-Shooting weekend in Ohakea. Can do kneeling or seated shooting. Waiting Accom confirmation	SW
-ATC skills in Ohakea. Have asked for van. Costs of meals \$42. Confirmation required. Leave Friday	SW
-Squadron Bush- June. Brookfield scout camp to be confirmed.	SW
-Operation Big eat. Advance flight self planned. Next term.	SW
-Full stock take to be done next term	SW
-Care and protection of cadets policy. Cadets being brought inline. Anyone over 18 is now responsible for safety of any cadet.	SW
-Freemasons move. Onsite visit and scope	BA
-Cadets in the field must be with a commissioned officer. Includes raffle / poppy selling	SW
2. Grant funding. Stretchers delayed until grant funding is finalized	BC
3. ATCANZ – why does governing body need a unit role. Questions why. Needs clarification	BC
4. Change cheque signatories ANZ. Bank requires minutes listing previous signatories, New people need to be in new minutes. New signatories Bede Crestani, Rodney Lelieveld, Brent Addis, Roger Young	RL
5. Fees to be paid. Sophie requires names to prompt cadets for payment	RL/SW
6. Final year accounts still in progress. Technical issues being worked on	RL
7. Bottle of wine for previous members of committee	BC
8. Meeting upload to website.	SW
9. Meeting dates to be confirmed – 26 July, 23 August, 20 September, 18 October	BC
10. Meet the parents evening. May pin to end of activity.	BC
11. Raffle. Garth has offered to provide prizes. Atcanz is an option with running raffle. Starts 21 st may ends Sunday 5 th august drawn 20th. Officers required for cadet sale locations. 10 tickets per book.	SW
12. Grants- Roger has asked for previous examples of grants and applications. Possible talk to Angela or Gary Mildenhall. Rodney may have charity certification for review.	BC/SW
13. Budget. SW has nothing pressing. Questions around constant need for reimbursement. Better process. Possible eftpos/debit. Endorsed by all attending.	RL
14. Grants. Potential for flying weekends due to varying amounts. Otherwise fund from available funds. Per head subsidy of \$50 to cover accommodation and food. Max value of \$600 however can be adjusted to suit	BC

General discussion points	Responsible / Date
15. Budget. Funding for Recruit training weekend approved. \$340 for weekend. NCO and officer training \$475 Ohakea approved	BC
16. Ohakea shooting to be confirmed for weekend. \$830 approved conditional on confirmation of shooting.	BC
17. Basic bushcraft \$680 approved	BC
18. Dinner at \$2700 approved from raffle money collected	BC

Closure
1. BC informed all that the next meeting is on 17 May , thanked all for their time and closed the meeting at 19:50