

## MINUTES

THE ŌHAU CONSERVATION TRUST - SIXTEENTH ANNUAL GENERAL MEETING  
HELD AT THE ŌHAU CONSERVATION TRUST CONTAINER ŌHAU VILLAGE/LAKE MIDDLETON,  
ON 13 MARCH 2021 COMMENCING AT 10.30 AM

**PRESENT** - Viv Smith-Campbell (Chair), Helen McMahon, Warren Baker and Katrina Te Rito (Secretary/Treasurer)

**IN ATTENDANCE** – Bernie Wicht and Rachel Baker. Jan Littleton and Robyn Owen also attended briefly.

### 1. WELCOME

Viv Smith-Campbell welcomed everyone to the meeting.

### 2. APOLOGIES

#### 2.1 Supporters

Apologies were recorded for Grant Eames and Ursula Paul. (Viv Smith-Campbell / Katrina Te Rito).

### 3. CONFIRMATION OF MINUTES

Minutes of the previous Annual General Meeting held 26 January 2020 were taken as read and confirmed (Helen McMahon / Katrina Te Rito).

### 4. MATTERS ARISING OUT OF MINUTES

A number of items that were raised by Trust supporters at the 2020 AGM were discussed and any progress noted. This included:

- Californian Stink Weed is taking hold again due to spreading by contractor vehicles. Trust to put some information about it on the Village notice board.
- Followed up with the Council about the stormwater drainage near the gear container. The Council seems to be leaving it as it is. The stormwater does eventually drain away.
- Still to follow up about toilet facilities on the A20 between Middleton and Quailburn – it is a long distance between toilets and a large area is within the Village water supply catchment.
- The Trust's donation box at Aubrey Reserve still needs to be checked, after the fire.

### 5. ANNUAL REPORT ON THE TRUST'S ACTIVITIES

Viv Smith-Campbell presented the Trust's Annual Report. It was resolved to adopt the Annual Report of the Trust's Activities. (Katrina Te Rito / Helen McMahon).

### 6. FINANCIAL ACCOUNTS – 1 OCTOBER 2019 TO 30 SEPTEMBER 2020

Viv Smith-Campbell spoke to the financial accounts that had been circulated and prepared for the Trust by Michelle Paterson (Jollie Business Services). The Trust's income for the year was \$7,579.00, with expenses of \$44,658.00, resulting in an operating loss of \$37,079.00.

The Trust's main expenditure during the year was asset purchases \$10,653.00 (predator traps), and payments of \$29,625.00 made with DOC and ECAN grants towards the cotoneaster control. At the end of the financial year, the Trust's balance was \$93,892.00.

It was resolved to adopt the Financial Accounts for the year ended 30 September 2020. (Viv Smith-Campbell/ Warren Baker)

## **7. ELECTION OF OFFICERS AND TRUSTEES**

Viv Smith-Campbell was nominated for the position of Chairperson. Viv Smith-Campbell was declared elected as Chairperson (Helen McMahon / Warren Baker).

Katrina Te Rito was nominated for position of Secretary and Treasurer. Katrina Te Rito was declared elected as Secretary and Treasurer (Helen McMahon / Viv Smith-Campbell).

The existing Trustees, Viv Smith-Campbell, Katrina Te Rito, Helen McMahon and Warren Baker were confirmed as Trustees. (Katrina Te Rito / Viv Smith-Campbell).

## **8. APPOINTMENT OF INDEPENDENT EXAMINER OF FINANCIAL ACCOUNTS (2019/20 AND 2020/21)**

It was resolved to appoint Shelly McCully (Amuri Business) as Independent Examiner of the Trust's Financial Accounts for the 2019/20 and 2020/21 financial years. It was resolved to appoint Michelle Paterson (Jollie Business Services) as financial advisor for purposes of quarterly financial reports and to complete the Charities Services Performance Reports. (Viv Smith-Campbell / Helen McMahon).

Katrina Te Rito to contact Paul Grigg to advise him of this change and thank him for his services (Katrina Te Rito / Warren Baker)

## **9. GENERAL BUSINESS**

- 9.1. Draft work programme for 2020/21 - deferred for discussion at the Trust meeting, following AGM.
- 9.2. It was resolved to purchase/seek the donation of, a laptop for the Treasurer/Secretary to use (Viv Smith-Campbell / Helen McMahon)

## **10. MEETING CLOSED**

The meeting closed at 11.30am

Signed by the Chairperson of the meeting as a true record of the meeting.

---

Date: \_\_\_\_\_