

# PiNZ Council Voice Meeting Minutes 19 July 2017 8pm

## **Attendees:**

Nandor Tanczos (Chairman)  
Alandra Bryant (Secretary) minute taker  
Sean Murphy (Treasurer)  
Guenther Andrasko,  
Robina Mc Curdy,  
James Andrews,  
Lillee Star,  
Louise Shaw

## **Apologies:** Kharen Hope

## **Minutes:** F2F minutes Sunday 25/06/17 approved subject to the following amendments

- James is lead for Coms plan rather than Guenther
- Change wording in the work programme "from membership engagement" to "membership consultation"
- Waiting on Saturday Minutes from Kharen for approval and archiving together with Sunday as one meeting

## **Officer's reports**

### **Chair report:**

- See attached
- Eco Matters payment to be approved by Sean
- Nandor will be meeting with Finn re APW membership of PINZ and also their involvement in the Oceania Convergence.

*moved- Alandra seconded- Lillee*

### **Secretary report:**

- Secretary asked that as active participants in the PINZ Council if members could comment or reply when addressed on Trello within a few days where possible.

*moved- Nandor seconded- Louise*

### **Treasurer report:**

- See attached

PiNZ will be in Debt by the end of the year, we need funding.

Financial Year The date needs to be changed from 01/04 next year to 01/07 or 01/10 so the Hui finances can be fully accounted in one financial year.

- Sean and Robina to discuss and decide

#### Travel reimbursement rate

- Robina to set up a Trello board with information about possible reimbursement rates/methods for team discussion/decision.

- Sean to add Draft Travel Budget Doc to Google drive for all to add personal estimate of their cost to travel to next F2F to be completed by end of next week.

#### Hui Budget

- Sean to track down Budget Guide for Hui organisers and review past Hui records on wiki and discuss with Jocelyn Winters (contact provided by Robina) if necessary.
- Hui organisers are to provide Council with a rough budget prior to approval of Hui allocated Funds. Also to keep an XL spread sheet of spending accessible to Hui organisers and Council which is backed up with receipts.

*moved Nandor seconded Guenther*

## **Hui**

Date confirmed- Queens Birthday 2,3,4 June 2018 (within guidelines)

Core organisers group established meeting 29/07/17 to confirm venue

Creating Google Docs accessible by pool of volunteers for brainstorming

## **Website**

Fuzion engaged and actioning their contract, there has been significant on-going work around clarifying the website brief but it seems to be going well. Fuzion has been asked to notify Nandor if we are getting close to website budget.

## **Memberships**

- Change the wording on the new website from Association Member to Organisation Member
- Alandra and James to survey current members and prospective members to produce a proposal to Council for Organisation Members- criteria, permissions, benefits and fee's in relation to size of Business
- Nandor to discuss APW's membership of PINZ with Finn 21/07/17

## **Fundraising**

- Council to decide what we need funding for on Trello
- Alandra to forward all fundraising opportunity emails to Sean

## **Communications**

- Louise to do work on comms plan this week
- Voice meet with comms team by end of next week to brainstorm and pull together plan
- Organisational Members are key stakeholders to be included in comms plan

## **Oceanic Convergence**

- Robina and Nandor to discuss 8pm 21/7/17
- Robina to put together list of questions for APW team regarding their capacity and capability for the professional management of this event- to be given to Nandor by Friday
- Nandor is meeting with Finn 21/07/17
- We want to see some clear timing and a draft budget. Council is keen for key people to be paid.

## **Bioregional Networking & Demo Sites**

- After meeting with Bronwyn Ferry and discussing reports, extended education, content for website opportunities Robina is creating report to discuss in depth at our next F2F.

## **Confirm next F2F Hui- Bay of Plenty 25-27/8/17**

**Time** - Friday evening informal, Sat 9am- 6pm, Sun 9am-12:30pm

**Place** - Louise to find and organise suitable F2F venue close to 2018 National Hui venue

**Transport** - Organise carpooling for South Islanders on Trello and book flights to align by 28/07/17

Meeting Closed 10:20pm