



DEVONPORT COMMUNITY HOUSE

Minutes of the Annual General Meeting of Devonport Community House Incorporated
held on Thursday 31st August 2023 at 7.30pm

1. In attendance	<p>DCH/Committee Officers: Wendy Bailey (Patron), Nigel Bioletti (House Manager), Gemma Dickinson (Marketing and Activations Manager), Natasha Strong (Chairperson), Lynette Collings (Treasurer), Joanna Steele (General Committee Officer) Steve Bolton (General Committee Officer), Deborah Farmer (Accounts)</p> <p>Devonport-Takapuna Local Board: Melissa Powell, George Wood</p> <p>Community: Lisa Yuan (Younite), Adriana Tobin (Younite), Terehia Walker, Ngahiwi Walker, Natanahira Pona (The Lakes House Arts Trust), Amy Saunders (The Depot), Lynn Dawson, Murray Vaile, Tess Dunleavy, Fantasia, Allison, Brodie Crowther, Lofty Ned, Justin Burke, Alo Moataane, Paola Borrero, Richard Thorne (Devonport Business Association).</p>
2. Welcome	<p>Nigel Bioletti opened the meeting with a Karakia. The Chair welcomed everyone.</p>
3. Apologies	<p>Bill Jacques, Allison Day, Toni van Tonder, Peter Allen, Jicca Smith, Chris Meale.</p>
4. Guest Speakers	<p>Younite – Lisa Yuan and Adriana Tobin spoke directly to the hui attendees:</p> <ul style="list-style-type: none">● Younite are youth advocates for the local community funded by DTLB. They run a variety of events with 3 sub-committees:<ul style="list-style-type: none">○ political (educate how government works)○ arts and culture (enhance opportunities for creative youth)○ community (focus on safe and accessible community for youth) <p>They are also ambassadors for Lake House Arts. Overall, they aim to instill confidence in youth that their voices matter and create valuable opportunities for different generations to come together and share experiences.</p> <ul style="list-style-type: none">● Mel Powell responded to the presentation, noting that youth engagement in our area is one of the highest in the region, thanks to the work that Younite are doing.● Natanahira Pona responded to Ms Powell noting that the mahi they have done at the Lake House has been great.
5. Minutes of the previous AGM on 25 th August 2022	<p>The link to the minutes of the previous AGM had been posted on the DCH website and hardcopies were available at the AGM.</p> <p><u>a) Matters arising from the minutes.</u> There were no corrections or matters arising from the minutes.</p> <p>Resolution:</p> <p>That the minutes of the previous AGM on 25th August 2022 be received and confirmed as a true and an accurate record of the meeting.</p>

	<p>Moved: Natasha Strong Seconded: Lynette Collings and Ngahiwi Walker Carried</p>
<p>6. Chairperson's Report</p>	<p>Natasha Strong presented the Chairperson's Report, a copy of which had been posted on the DCH website and hardcopies were available at the AGM.</p> <p>Key Points from the report:</p> <ul style="list-style-type: none"> ● While the worst of COVID-19 has passed, this year brought new challenges of flooding, inflation, and funding uncertainty. ● This has been a year of re-settling with the appointment of our new House Manager Nigel Bioletti and Marketing & Activations Manager Gemma Dickinson. ● We are revising/refreshing our strategic plan, and actively aligning our priorities more closely to the 2023 objectives of the Devonport Takapuna Local Board. ● Our initial areas of focus this financial year are lifting revenue, building capacity on our Committee, and developing a closer connection with our neighbors at the Depot. <p>Resolution:</p> <p>That the Chair's report for the year 31 March 2023 be adopted as presented.</p> <p>Moved: Natasha Strong Seconded: Mel Powell and Terehia Walker Carried</p>
<p>7. Treasurer's Report</p>	<p>Lynette Collings presented the Treasurer's Financial Report, a copy of which together with the Performance Report had been posted on the DCH website and hardcopies of the Performance Report were available at the AGM.</p> <p>Ms Collings spoke to the key balances and results, highlighting that the current cash balance represents grant funds already committed to specific projects and a 'rainy day fund' which would allow us to meet our commitments to staff and the community for a time to enable wind up or investigation of other funding streams if funding ceased. She explained the process of recording grant income and expenses against those grants, necessary for grant accountability reports.</p> <p><u>a) Matters arising from Treasurer's Report</u> There were no matters arising from the Treasurer's Report.</p> <p>Resolution:</p> <p>That the accounts for the year ended 31 March 2023 be adopted as presented.</p> <p>Moved: Lynette Collings Seconded: Wendy Bailey Carried</p>

<p>8. House Report</p>	<p>Nigel Bioletti and Gemma Dickinson presented the House Report, a copy of which had been posted on the DCH website and was shared on screen during this Agenda item.</p> <p>Mr Bioletti covered:</p> <ul style="list-style-type: none"> ● The significant increase in House visitors vs. the prior year which was heavily affected by Covid lockdowns. ● Improvements to the House and van completed during the year. ● Continued satisfaction with and support of our school holiday program. <p>Ms Dickinson covered:</p> <ul style="list-style-type: none"> ● The wide variety of regular activities at the House. ● Significant growth of volunteer numbers. ● Expanded community collaboration. ● Activations and Events.
<p>9. Election of Office Bearers</p>	<p>Election of Chairperson Natasha Strong Nominated by: Steve Bolton Nominations were called for from the floor, but no further nominations were made. There being no other nominations, Natasha Strong was duly elected as Chairperson.</p> <p>Election of Treasurer Bill Jacques Nominated by: Natasha Strong Nominations were called for from the floor, but no further nominations were made. There being no other nominations, Bill Jacques was duly elected as Treasurer.</p> <p>Election of Secretary There have been no nominations for Secretary. Nominations were called for from the floor, but no further nominations were made. There being no nomination, the position will remain vacant. Ms Strong noted the House had received expressions of interest for the secretary role which she is exploring.</p> <p>Election of General Committee Officers Joanna Steele Nominated by: Lynette Collings</p> <p>Lynette Collings Nominated by: Joanna Steele</p> <p>Steve Bolton Nominated by: Natasha Strong</p> <p>Nominations were called for from the floor, but no further nominations were made. There being no other nominations, Joanna Steele, Lynette Collings, and Steve Bolton were duly elected as General Committee Officers</p>
<p>10. General Business</p>	<p>Ms Strong asked for any general business or questions from the floor.</p> <ul style="list-style-type: none"> ● George Wood congratulated the committee and team on a really fantastic job in the turnaround of how the House looks compared to a few years ago, and a

	<p>buoyant energetic presentation. He reinforced that, unfortunately, equity funding will affect funding for the House in the future.</p> <ul style="list-style-type: none">• Melissa Powell commented that in the coming years our communities will have more people aged over 65 than ever before and more mental health issues, so places like the Community House will be more important than ever.• Amy Saunders, GM of the Depot, expressed how grateful they are that we are neighbours and partners and is looking forward to continuing to work closely together in the future.
Closure	<p>Mr Bioletti closed the meeting with a Karakia and declared the meeting closed at 8.40pm.</p>