



14 March, 2022 7pm, St Hilda's Church Hall, Island Bay

Minutes

Present: Sonya Cameron, Fran de Gregorio, Ben Everist, Bruce Gadd, Ruby Ghanem, Sheila Hart, Mark Henderwood, Michael Hofmann-Body, Catherine Inder, Jelle Keizer, Sally Page, Pat Vinaccia, Chris Wratt.

Apologies: Jeff McDonald.

Minutes: Sally Page

Outstanding actions

Date	Action	Who
AGM Motions	Member survey	Sonya
	Committee Code of conduct	Sonya
	Look at size of committee	Sheila
	Replace section 12 of constitution with updated version and other updates suggested by Michael, notify Registrar of incorporated societies	Catherine
14/3/2022	Letter from new chair to old committee saying thanks, and acknowledge Jane stepping aside	Sheila and Bruce
	Letter of thanks to Michael	Sheila and Bruce
	Email to membership introducing new committee	Sheila COMPLETED
	Contact those members whose votes were invalid to ensure to ensure on member list	Fran
	Application to WCC for funds	Jelle and Bruce: COMPLETED
	Access login details and change PW for:	

	Facebook Mailchimp Website Email Bank accounts Other?	
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Minutes

1. The interim Chair noted that he had shared the minutes of the previous meeting (the AGM) and would take them as read.
2. The interim Chair provided a summary of the accounts, noting there is currently \$132 in the IBRA bank account. He noted that there were funds in a separate account that are specifically tagged to the South Coast Arts Trail.
3. The interim Chair moved that the new committee acknowledge the previous committee, particularly outgoing members, and thank them for all their work. The motion was seconded by Fran and passed.
4. Members of the new committee shared their personal backgrounds, including history and connections in Island Bay, career experience, reasons for joining IBRA and skills they would bring.
5. The interim Chair introduced Michael Hofmann-Body, a local lawyer who had assisted (on a voluntary basis) with the election of the IBRA committee and the votes on the 11 motions put forward for the AGM. Hofmann-Body presented his summary of the election results with the committee, noting that there had been 380 valid votes cast. Approximately 70 votes were not counted mostly as they were submitted by non-members. The report noted that the difference between the person with the highest number of votes and the lowest was relatively small. He noted that there had been two distinct voting blocs. Hofmann-Body noted that there were many discrepancies in the membership database and work needed to be done to tidy it up. The 70 votes that were not counted were given to the committee for storing. The committee agreed to destroy all of the votes that had been counted to protect privacy.

Action: IBRA membership list needs to be tidied up, and efforts made to ensure the 70 people whose votes were not counted are able to be added as members (if they meet the criteria).

6. Hofmann-Body presented his report on the 11 notices of motion. He noted that only one proposed change to the constitution was passed, which was #11 about the Election of the Committee and Officers of the Group. Other motions that were passed have no legal effect but do have moral effect. The full results on the motions have been shared with the membership by the previous Secretary.
7. Hofmann-Body shared some thoughts with the group about the motions that had passed, and suggested things that needed to be considered in implementing these. In relation to motion #5 about having an impartial position on the Island Bay Cycleway and The Parade Upgrade, a question was asked about the Wellington City Council's motion to work with IBRA "to ensure that relationships are built and that local voices can be heard as any decisions are implemented". After some discussion, it was generally agreed that the IBRA constitution requires IBRA to engage with the Council, and that being impartial does not equate to saying nothing. The goal would be to present the full range of positions, to emphasise the need for good design, and to facilitate the community's engagement in the process. It was agreed that if an individual wanted to take a partisan position on the cycleway or parade upgrade, they could do so in an individual capacity, but not representing IBRA.
8. Hofmann-Body agreed to share the voting process and rules to help assist future IBRA election processes. He also shared copies of the IBRA Constitution with every committee member, noting the importance of understanding it and ensuring the committee's actions reflect the provisions therein.
9. Hofmann-Body shared his suggested changes to the IBRA Constitution:
 - That Island Bay be clarified as including Southgate
 - That the committee agree on a minimum voting age
 - That a position be taken on the eligibility of people who own a residence in Island Bay/Southgate that is rented
10. It was noted that the next AGM needed to be held before 30 October 2022, in accordance with the IBRA Constitution.
11. It was noted that the committee has very low funds, and options were discussed to raise funds, including the possibility of inviting donations from members and/or local businesses. Keizer noted that there was a WCC fund available for applications from community associations, and that the deadline was 10 days away. All agreed that an application should be put in. Keizer agreed to coordinate the application, and Gadd (as previous Chair) agreed to submit. Options for using this funding include: building up and tidying up the IBRA membership database; purchasing IT rights for holding virtual meetings; subscriptions to online survey websites; paying for a venue for monthly meetings.

Action: Keizer to lead the coordination of a budget bid by 24 March, for Gadd (as interim and former Chair) to sign off.

12. A question was asked about whether IBRA exists to serve IBRA members, or the whole community. Hofmann-Body observed that the Constitution indicates IBRA serves the whole community, but members who have taken the time to sign up have some priority over non-members.

(Pat Vinaccia left)

13. Cameron spoke about the motion to create a Code of Conduct for IBRA Committee members. She invited all committee members to add post-it notes against four key questions:

- a. What ethical dilemmas might the Committee face?
- b. How should breaches of the Code of Conduct be managed?
- c. What are the IBRA Committee's obligations to the Island Bay Community?
- d. What are our shared values?

Cameron volunteered to summarise the inputs to this exercise and share a draft Code of Conduct at the next meeting.

14. The Committee discussed the roles of Chair, Secretary and Treasurer. Each member shared their preference, including (where interested) which role they would like to hold. The following people expressed interest in holding one of the three roles:

- a. Bruce Gadd, Sheila Hart, Mark Henderwood: Chair
- b. Sonya Cameron, Catherine Inder: Secretary (nb both expressed interest only in being a co-secretary, rather than the only Secretary)
- c. Jelle volunteered to be Treasurer. It was agreed that we could seek expert skills from the wider community, noting that the previous Treasurer was ex-committee and that did not present any problems.

15. The Committee agreed to go away and continue to think about and discuss the above, and to come back to the next meeting ready to make decisions.

16. The interim Chair noted that the next meeting would be held on Monday 4 April, at the St Hilda's Church Hall.