



Executive Committee Agenda

Tuesday 11 Oct, 6pm at HOM

1. In attendance

Geoff Gabites, Gillian Crombie, Ollie Clifton, Richard Wesley, Clayton Garbes, Stu Gray, Peter Cammell

2. Apologies

James Smith, Pat Deavoll

3. Updates from the minutes of last Exec Committee meeting (13 Sept 2011)

- a) Unwin Project – last week of construction, good numbers are expected at official opening 16 October.
- b) Mt Ruapehu accident – Coroner's Inquest has been delayed to February 2012.
- c) CCM paper re Club rules – postponed due to consideration of larger governance issue.
- d) AGM & Annual report – info circulated to all Club members 10 October.
- e) FMC subs discussion paper – see 'General Business'.
- f) 2011 membership survey
 - Draft results attached. Just over 800 responses were received – which is approximately a 32% response rate.
 - Implications for the marketing plan and publications. The targets should be reviewed annually with regard to the responses.

2. 2011-12 Business Plan (attached)

Update was circulated and discussed.

3. Finance

- a) Sept 2011 payment list was signed off.
- b) Insurance – association liability & legal defence. No decision made, no action taken...
- c) SBS loan: drawdown of loan was made on 3 October.
- d) HOM loans – yet to make contact with Stephen Barker.
 - Two loans plus member loans to service, these require monthly budgeting to ensure cash flow.
- e) There will be additional costs related to Ollie's replacement.
- f) HOM: Body Corporate fees likely to rise by 25% to cover insurance.
- g) Review of Annual Accounts has been completed.

Action point: Ollie/Gillian to check GST has been included in certain budget items (due to an admin error?)

4. Meeting reports

None to note this month

5. Upcoming meetings

- a) MSC AGM 27 October in Wellington, followed by ONZ Outdoor Forum 28-29 October.

Action point: Ollie to enquire as to availability of 10-15 minute speaking slot to advertise Executive Officer position.

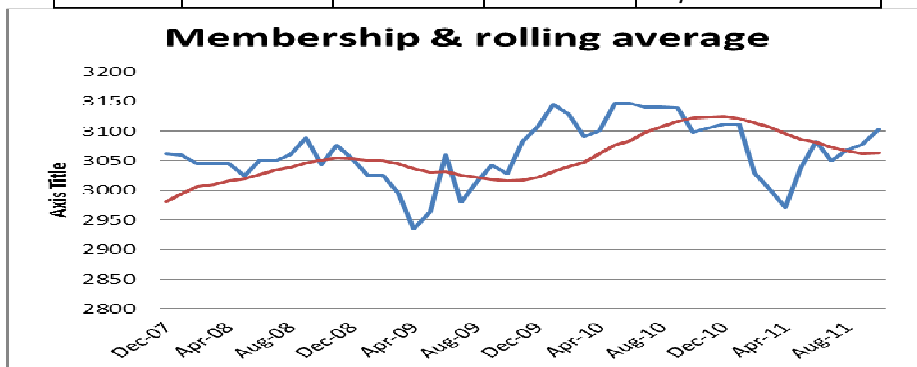
- b) Pete and Ollie to be part of the National instruction committee teleconference 12 October.
- c) AGM – Friday 4 November: list of speakers noted from Pat’s update.
- d) CCM – 5 & 6 November: deadline to circulate reports was 5 October.

6. Website

- a) Latest ecommerce stats were circulated. We need to be clear about what we want to know before giving tasks to Jonathan. Need to know:
 - What the most common products sold are
 - The average sale value
- b) Membership database – Ollie gave verbal update. Generally going well. Work has started on the ecommerce part which is the biggest task so far. This should be completed by CCM and the system fully functional in the New Year.

7. Office Update and Membership

Current membership	M’ship total last month	12 month rolling average	Rolling average last month	New members vs Strike offs for Sept 2011
3103	3078	3063	3062	62/63



Membership retention

Membership retention report from September was circulated. James provided a verbal summary. A survey of new members was discussed to find reasons why they joined.

Staff Updates:

Major projects for each of us at the moment include:

Ollie:

- Accommodation projects – Unwin rebuild, probably taking 75% of total time at present, & will not relent until after opening.
- Instruction framework & implementation: NIC teleconference to discuss
- Website – hut bookings, & climber.co both well under way.
- Membership Database project – CiviCRM implementation.
- Publications – Arthurs Pass reprint to get underway
- Staff Appraisals completed for Pat and Kester.
- **10.5 days Annual Leave & TIL carried over into 2011-2012**

Margaret:

- To do list circulated.
- Target is for Margaret's hours to reduce to 40 hours/week now with the aim of using up her TIL hours by the end of the year.

Kester:

- Update circulated.
- The NZ content was discussed.

Pat:

- Update circulated.

Narina:

- Update circulated.
- Travel insurance scheme expansion discussion paper was circulated and discussed.

8. General business

- a) Xmas retail opportunities – Ollie gave verbal update. Calendar, Pat's book, Mike Gill's book will be available for sale. Also working on some vouchers for huts/membership to have available as gifts.
- b) International Rock Climbing Research Congress, 28 November – 2 December, Christchurch <http://www.education.canterbury.ac.nz/rock/> Abstracts from presenters are due October 31.
- c) FMC subs paper from Phil Glasson was discussed including whether we should trade AGM votes for reduced fees. There is a need for further discussion and clarification with FMC (Richard Davies) with the need to identify the core things FMC should be doing.

Action Point: Stu and Ollie to discuss with FMC and then present to CCM.

- d) Himalayan Trust possible partnership with NZAC. This was suggested by Colin Monteath with regards to the HT branding issues. It was agreed that continued discussions with HT is required.
- e) Remarkables Ice & Mixed Festival 2012 – there was a very positive response as to NZAC's involvement in this event. It was suggested we could offer admin support, and it was suggested that Banff could be included at this time in Queenstown.

Meeting closed at 8:17pm.

2011 meeting dates:

Tues 8 November

Tues 6 December