

MINUTES OF THE KORONGATĀ MARAE COMMITTEE WHĀNAU HUI

Korongatā Marae, Saturday 24 March 2018, 8:00AM

PRESENT:	Committee Members: Whareki Maere (Chair), Ruth Wong (Communications/Bookings Officer), Michelle Ferris (Treasurer), Shona Chadwick (Secretary), Irene deThierry (Wharekai), Edlan Morrison (Kaitiaki/Groundsman) Trustee Members: Whareki Maere, Kathleen O'Shaughnessy, Queen Ngahuka Whānau: Pania Ngahuka, Rozarna Kamau, Jerry Edwards, Rosemarie Pai, Montoyah Munday, Yvonne Dickey, Karamea Rutter, Rose Reid, Kevin Tamati, Geoff Pere, Sue Morrison.	
KAITUHITUHI:	Shona Chadwick	
MIHIMIHI:	Whareki Maere	
ITEM	DISCUSSION	MOTION ACTION POINT
APOLOGIES:	Christine Tamati, Mere Ruru, Karen North, Alayna Watene	That the apologies be accepted. Moved: W Maere Seconded: M Ferris Motion Carried.
MINUTES OF LAST MEETING HELD AT THE MARAE ON SATURDAY 2 FEBRUARY 2018 .	Tabled and read.	That the minutes from 02 February 2018 be accepted. Moved: W Maere Seconded: M Ferris Motion Carried.
MATTERS ARISING FROM MINUTES:		
ITEM	DISCUSSION	ACTION POINT
	All matters arising are addressed within the attached Marae Booking Report from R Wong.	
1.	<p><i>Pōwhiri / Mihi Whakatau for bookings</i> – Whānau queried as part of marae tikanga if done for all manuhiri bookings.</p> <p>R Wong replied that between her and M Ferris, they currently coordinate pōwhiri or mihi whakatau when requested. Noted that hau kainga whānau are not always available due to work and other commitments, so numbers are due to availability at the time.</p>	
2.	<i>NZ Motor Caravan Assn</i> (refer to attached report from R Wong) – Recommendation made to the Marae Committee that the marae look to engage this in future when we have more stability within our current marae structure and when our marae facilities are upgraded.	
3.	<p><i>Korongatā Marae Information Paper</i> (refer to attached report from R Wong)– Re; Marae fix up – pot holes, paepae, spouting/flooding, purchase of shipping container.</p> <p>Recommendations made and agreed by whānau in attendance:</p> <p>3.1 That plans to build a paepae proceed;</p> <p>3.2 That we hold off from the pot hole and spouting problems for now until the</p>	Purchase of 40ft shipping container be processed and paid (R Wong)

	<p>Strategic Plan reveals layout and building options;</p> <p>3.4 That we go ahead and purchase a 40ft container and store our goods accordingly (cheaper to purchase than to hire monthly – refer to attached quote).</p>	
COMMITTEE REPORTS:		
ITEM	DISCUSSION	MOTION
<p>Finance Report: Michelle Ferris</p>	<p>Tabled and read (Report attached).</p> <p>The following recommendations were made:</p> <ol style="list-style-type: none"> 1. That whānau view the financial statements and ask questions; 2. That we look to purchase Xero software accounting system which generates finance and auditing reports. 3. Clarification from the floor re; discussion at January 2018 hui whānau requesting copies of current financial year to be tabled at each meeting. <p>M Ferris reported that she contacted Inland Revenue and advised there is no need to appoint an accountant/auditor to audit our accounts for 2017/18, as the marae is not registered as a “legal entity”. Until the status of the marae changes, the marae committee will look toward appointing an auditor then.</p> <p>Currently the marae is under no legal obligation by Maori Land Court or Inland Revenue to submit audited accounts. Xero is an accounting software programme whereby monthly reconciliation reports can be tabled at each meeting.</p>	<p>That the financials for February 2018 be accepted. Moved: W Maere Seconded: E Morrison Motion Carried.</p>
<p>Communications/ Bookings Report: Ruth Wong</p>	<p>Tabled and read (Report attached).</p> <p>The following recommendations were given and agreed to by whānau present today – Refer to pages 2, 5 & 6):</p> <ol style="list-style-type: none"> 1. That the Marae Person (a keyholder) be confirmed or appointed to meet and greet manuhiri at the marae and take them through the marae, shown how to use the marae facilities and taken through the count process etc; 2. That the booking information be available to those who are not computer savvy. 	<p>That the Communications Report be accepted. Moved: I deThierry Seconded: M Ferris Motion Carried.</p>

Kitchen Report: Irene deThierry	Nil to report.	
Caretaker Report: Edlan Morrison	Nil to report.	
Chairmans/Trustee Report: Whareki Maere	<p>1. Information Marae Executive Committee Information Paper Tabled and read (attached).</p> <p>Recommendations by Marae Exec Committee approved by Chair (W Maere):</p> <p>1.1 That the marae committee meet monthly;</p> <p>1.2 That the marae whānau hui meet every three months (quarterly).</p> <p>Whānau discussion with agreeance as per motions stated.</p>	<p>That the marae committee meet monthly. Moved: R Wong Seconded: M Ferris Motion Carried.</p> <p>That the Chairmans' Report be accepted. Moved: R Wong Seconded: R Reid Motion Carried.</p>
	<p>1. <i>Korongatā Marae Committee Restructure Proposal</i> (refer to attached proposal from R Wong) – Tabled for submission to Marae Trustees.</p> <p>The following Recommendations were supported by whānau in attendance today:</p> <p>1.1 That the Korongatā Marae Trustees and Marae Committee collapse into one main committee called the 'Marae Trustees Committee';</p> <p>1.2 That the Trustees become more involved in the marae by holding portfolios Heretaunga Taiwhenua, Heretaunga Tamatea Settlement Trust, Taiao/Environment, Hauora/Health, Education/Matāuranga, Culture/Tikanga, Fundraising, Marae operational i.e Wharenui, Ablutions, Caretaking of the marae etc/Wānanga;</p> <p>1.3 That the portfolio holder (The Trustee) meets with a sub-committee to support the portfolio holder to fulfil any projects and report to the Marae Trustees Committee on a regular basis.</p>	<p>W Maere to table at the next scheduled Korongatā Marae Trustee hui.</p>
GENERAL BUSINESS:		
	1. <i>Ngati Kahungunu Iwi Inc Registration</i> (R Wong) – Whānau encouraged to register with the Iwi office (if not already). Shared some of the benefits	

	to being a card holder incls Discount package scheme (\$4K) with Simplicity Funeral Services. Iwi members incur no monthly fees when signed to the package.	
	<p>2. <i>Marina Pai whānau</i> – Yvonne & whānau extended their thanks and appreciation to whānau & marae committee in support of the recent passing of their sister, who received abundant love and support from the whānau. In appreciation, the whānau donated the following items today to the marae:</p> <ul style="list-style-type: none"> • 20 Large bowls • 10 Medium bowls • 30 glass carafes • 100 glasses • 50 brown cups <p>The marae committee extended their thanks and appreciation in receipt. Ngaa mihi nunui ki a tātou whānau ☺</p>	
	<p>3. Urupa maintenance (G Pere) – Requesting marae purchase of weed kill to use toward maintenance of urupa. Advised put in writing to submit to Marae Committee Chairperson.</p> <p>Geoff also offered to contact people re; access of material to build paepae. R Wong to contact Geoff in due process (refer to Matters Arising, point #3).</p>	G Pere to submit in writing to Marae Chair/Exec Committee for discussion at the next scheduled hui.
KARAKIA:	Hui closed with karakia at 9:10AM	
NEXT MEETING:	Saturday 28 April 2018, 8:00AM at Korongatā Marae	