

# KORONGATĀ MARAE TRUSTEES MEETING

## MINUTES OF MEETING

Held Friday 03 August 2018 at 6:00PM,  
Te Ikaroa Rangatahi Social Services, Poole St, Pāharakeke



**PRESENT** Alayna Watene (Chair), Sheree Manihera, Steve Tipu, Kathleen O'Shaughnessy, Queen Ngahuka, Christine Tamati, Shona Chadwick (Secretary), Ruth Wong (Communications/Bookings), Edlan Morrison (Marae Committee Deputy Chair)

**Hui opened at 6:05PM with karakia.**

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**1) APOLOGIES:** Laura Kele, Whareki Maere

1.1 That the apologies be accepted.  
Moved: C Tamati  
Motion Carried.

2<sup>nd</sup>: Ngahuka

**2) PREVIOUS MINUTES:** 01 June & 27 July 2018 - tabled and read.

**Motion:**

2.1 That the minutes of 01 June & 27 July 2018 be accepted as true and correct.  
Moved: K O'Shaughnessy  
Motion Carried.

2<sup>nd</sup>: S Manihera

**3) MATTERS ARISING FROM PREVIOUS MINUTES – 27 July 2018:**

**3.1 Marae AGM:**

3.1.1 Agenda for AGM 22 September 2018, start at 11AM. Request for time to be changed to 9AM.

- Remove General business and re-name as Panui at the end of the agenda – insert Presentation of Strategic Plan (for endorsement to kick into action and share with HTST).

**3.1.2 *Trustee re-election***

If the Trustees not attending stand down, can opt to have re-election. No quorum – ghost trustees are not enablers. Consensus there is robust whanau representation of active Trustees. Charter says can carry on with 7 active.

**3.1.3 AGM & Wānanga Agenda:**

9AM start for AGM to 10AM

10-10:30 Morning tea

10:30AM Wānanga

1pm                      Lunch  
6pm                      Shared dinner

- Days proceedings will be live-streamed to enable whānau not present to watch via the Korongatā marae Facebook page – Ruth to enquire with Traci re; equipment needed and availability to use (Trail Media)
- Catering budget set for 100 people @ \$25.00 p/head – Ruth will enquire with Erena Smith (EIT Catering course based at Korongatā) to ask if they can cater that day.
- Facilitators: Alayna will approach Jerry Edwards who in conversation agreed he would be happy to part-facilitate. Important that the facilitator has tikanga/kawa based knowledge, with component that understands our haahi. Jerry requested an independent assistant facilitator and suggested the following be approached; Hawera Hape (Kahuraanaki), Jerry Hapuku (Kahuraanaki), Abe Edwards (Jerrys first cousin). Discussed how tikanga will happen at the wananga, pai to take advice from others, but at the end of the day Korongatā tikanga will take precedence, not others. Consensus was the Wānanga be facilitated by our own whānau. All agreed the need to have the wānanga and noted the urgency.

3.2      **Taiwhenua Complaint:** Report response to allegations ready next Thursday 09 August to present to Te Haaro via Alex Hope (Lawyer).

Alayna has been advised Te Haaro Board process is to:

1. Receive the response;
2. Document to be tabled at the Te Haaro Board meeting 09 August;
3. 16 August a social hui called for where Trustees where can speak to report and Korongatā enabled to respond to Te Haaro; REWORK - UNCLEAR WHO'S WHO??
4. Te Haaro board then conduct in-committee hui.

**NB:** Elections for Te Taiwhenua o Heretaunga start 2 weeks after.

- Alayna to circulate her response to marae trustees via email before the meeting on 16 August 2018.

3.3      **Heretaunga Tamatea Settlement Trust**

1. HTST Strategic Plan – the strategic plan is still in the development stage.

HTST will host wharekorero to hear what the people of the marae want included within HTST strategy. Dates is yet to be confirmed.

2. Te Mata Peak – Cultural impact Assessment: Coordinated through M Apatu (Te Taiao Unit Heretaunga Taiwhenua). Cordry Huata represents Ngāti Poporo but need Korongatā marae inclusion – whakapapa through Te Heipora. Ideally to gain strong kinship – inter-connectedness. NB: All Ngāti Kahungunu ki Heretaunga hapu have varying whakapapa/pakiwaitara to Te Mata.

#### 4. **REPORTS**

##### 4.1 **Marae Committee** (R Wong): Tabled and read.

###### 4.1.1 Nukanoa OSH Concerns:

Ruth explained how the report came about and why she was presenting it again (no quorum at 28 July 2018 Marae Trustee hui). GemCo Construction advised the deterioration of the wharenui structure was so bad it was unsafe and recommended it be repaired or replaced. The July Trustee hui agreed if they did not act on the information given the Marae Trustees would be personally liable to OSH if anyone using the wharenui got hurt. The meeting decided to close the wharenui immediately until a final decision about its future is made.

Ruth put panui immediately on the marae Facebook page, radio, Panui ki te Iwi, local school and Mangaroa Marae advising the wharenui was closed indefinitely.

Ruth reported since the July Trustee hui all bookings to April 2019 have been cancelled, booking deposits refunded and whānau informed of other marae they can utilise.

A whānau hui is to be held tomorrow at the marae to inform them about the closure. Request that the Chair present the report and how the decision came to be.

Discussion:

- Can the marae still be used? Trustees reminded of liability as Trustees. Trustees discussed and agreed that the wharekai and ablutions are still operational.

At this stage, whānau may have option of marquee hire (at their own cost).

- Is the marae to be cordoned off and sign posted? Must be tikanga based as advised by kaumatua.
- Photographs / taonga within the whare are to be relocated until then.

**Motions:** (as per recommendations within the Marae Committee Report)

1. "that the Korongatā Marae Trustees have read and receive the Marae Committee report"

Moved: S Tipu  
Motion Carried.

2<sup>nd</sup>: K O'Shaugnessy

2. "that the Korongatā Marae Trustees in retrospect, endorse the indefinite closure of Nukanoa as of 03 August 2018, and that the Korongatā marae Trustees urgently progress the Strategic Plan to develop the marae as a priority."

Moved: Q Ngahuka  
Motion Carried.

2<sup>nd</sup>: S Manihera

**NB:** Marae Committee Report Recommendation 2: “that the Korongatā marae trustees decision as to whether to fix up the current marae or build a new whare” – be put on hold. It was agreed the decision stands with the Trustees ultimately but there must be consultation and information sharing with the whānau first and foremost. This will be discussed in near future once the report and recommendations from GemCo have been received.

Marae Committee Report Recommendation 3 “that the Korongata Maraе Trustees give approval for the Maraе Committee to take action to progress the decision forward immediately” was agreed to at the Trustee meeting held 27 July although there was no quorum, the urgency to approve the directive was paramount.

#### 4.2 Epplatt & Co Accounting Services preparation of financial statements

Discussion re; moving marae toward Incorporated Society / Inc Charitable Trust. Recommendation to move to an accountant on basis of experience of other marae. Korongatā can be leaders to help other marae. Agreed it needs to be sorted before HTST monies can be received.

##### **Motion**

*“that Epplatt & Co. be appointed as Korongatā marae accountants as per the report tabled by the Maraе Committee.”*

Moved: Q Ngahuka

2<sup>nd</sup>: S Tipu

Motion Carried.

Query raised re; Bullet point one (refer to tabled document from Epplatt & Co): *“The marae is an unincorporated society – this means the committee does not have an existence separate from its members. Therefore, members of an unincorporated entity can be held liable for debts of the entity, the entity can not sue or be sued – any court action would be taken by or against the members individually.”*

- Trustees are liable even if incorporated. Bullet point is misleading? Discussed having charter protocols and minutes ie cannot be liable individually but as a body.
- Discussed marae status as an entity viz as a reservation.
- Korongatā is not a legal entity other than a marae reservation – only with MLC not IRD.
- When decisions are made they are minuted – as a Board liability lies there.
- Shona explained since the meeting held last week (27 July) she approached Fiona Wainohu to ask if she would be available to assist with the preparation of financial documents for the Accountancy firm. Fiona said she is available.

Query raised: Why is the marae committee looking for another Treasurer when Michelle is capably doing the role already? The Chair replied with the appointment of Epplatt & Co she thought it would be beneficial to have someone “accountancy-savvy” assist the current Treasurer.

It was said the Treasurer does more than “just pay the bills” and financial reports. She also multi tasks with the marae committee to keep the marae functioning.

It was acknowledged marae portfolios, role descriptions and policies are necessary and need to be written up.

4.3 Marae Restructure: Ruth's report dated January 2018 recommending the marae committee be collapsed yet to be discussed. This item to be a priority at the next full quorum Trustees meeting scheduled in October (post AGM in September).

- Whareki as Marae Committee Chair shared he has trouble conveying information between trustee and committee.
- Christine involved heavily with marae.
- Everyone on committee should be involved – there is not enough functional whanau.
- Suggestion trustees have portfolios and co-opt others if need be.
- How we can improve and utilise trustee member strengths/portfolios.
- Ruth reiterated the point it is tabled and no decision be made

**NEXT TRUSTEE HUI:** 22 September 2018 (AGM & Marae Wānanga)

Meeting closed at 9:40PM with karakia by Whareki.