

Minutes Cherry Park House Management Committee
AGM
Monday 8th May 2023 2 pm

Welcome

Attendees

Request all present sign form circulated

Richard Lawty, Penny Lawty, Carol de Ridder, Gladys Caolo, Brenda Welch, Chris Lancaster, Emma Walker, Gill Carlsson, Dietlind Wagner, Mary Mead, Ruth Francis, Amy Slack (FNDC)

Apologies

List provided by P Lawty:- Frank Giovinazzo, Lyn Read, Lee Davey, Jenny Fulwood-Wade, Suzanne Marsh, Frank Owen

Move list accepted Penny

Seconded Richard

Minutes of 2022 AGM

Move that mins of 2022 AGM be accepted Richard

Seconded Carol

Chairman Annual Report AGM 2023

Your Committee has changed somewhat since last year's AGM. Happily for us, Gladys Ciaolo joined us as Treasurer but sadly, Secretary Jenny Hawkins decided to step down. Around Christmas time Dale Sutherland left us for Christchurch. These were valuable committee members and while we wish them well, we were very sad to see them go. Fortunately, we were able to welcome Frank Owen to the group. Frank has a great deal of history with CPH from his days as BOI Community Board representative.

For the past year the usage of Cherry Park House, as our Booking officer will tell you, has remained high. New groups often apply but only infrequently can space be found in the calendar for them. I feel we seem to have reached a practical maximum.

We have been fortunate that the usage of the house this year has been uninterrupted and while there has been no COVID problems, there were others.

The house suffered a catastrophe mid year with the antiquated septic tank deciding to collapse. Fortunately, work was in progress on the boat launching area opposite. Two problems were solved with the upgrade of the ramp toilets over the road by piping the waste into a newly established facility at the corner of Cherry Park carpark together with the diverted discharge from the house itself. I think the Council did a fine job to resolve the problem with no time loss for the User Groups.

Another problem arose at the end of the year when intruders smashed the key lock box both entering and damaging the building and taking the key. We had to resolve the problem quickly to avoid the situation of people not being able to get in by having installed a new and more versatile coded system.

During the year the Council fitted an emergency exit door in the downstairs Pottery area which followed on from our presentation from the previous year. The Council elections saw a change in representatives for CPH and together with staff attrition it has been some time since we have had an update of the perceived direction of the future of CPH. This may be somewhat clarified by our new representative from BOICB Amy Slack. and staffer Kim Hammond

Finally I wish you all a happy and productive year at CPH Centre for the Arts

Richard Lawty
,Chairman

Move that Report accepted Richard
Seconded Penny

Booking Officer Annual Report

As stated earlier, CPH has managed to avoid inconsistencies with session times and room usage despite scheduled and unscheduled disruptions.

Currently the User Group number stands at 32 with the falling off of 3 and the addition of 4 new groups. CPH is probably at capacity now for efficient management purposes.

User Group stability is reflected in sessions booked and understanding the need to book in advance to claim the space. The standard rule is "first in first served".

I would like to thank the group leaders for taking on and applying the adjusted fees, rates and payment schedules. There has been a smooth transition in the changes faced and made. Also thank you to the on-going training in use of the upgraded security lock. Please ensure that everybody who needs to use it, gets shown how to use the group's code.

Thank you also for key returns. Only a handful remain outstanding at present. All these keys are refundable with the proceeds going back to CPH coffers.

May the 2023-2024 year be an enjoyable and creative time for you all

P Lawty
Booking officer

Move that Report accepted Penny
Seconded Gladys

Interim Treasurer Annual Report

Move that Report accepted Gladys
Seconded Richard

Financial reviewer for 2023-2024

Propose reviewer need to make contact with such.

Election of new committee

Chairman Richard Lawty
Treasurer Frank Owen
Secretary Gladys Caolo
Booking officer Penny Lawty
Members Emma Walker, Carol....

General Business

Septic system now completed with exception of plantings in drainage field and smoothing over of site of original septic tank to be completed shortly. The whole system is now connected to connected to Croquet bathroom and boat landing toilet block across the road.

Amy Slack read out email from Darron James (FNDC Asset Manager). Nothing to report on CPH except waiting on Code of Compliance for septic system.

Gladys Suggested that financial year runs the same as the booking year to allow reconciliation of the accounts. One of the other will need to be changed. Wait to talk to new Treasurer on his return from overseas to see which he thinks it's best.

Conclusion of meeting 1:30pm