

# MINUTES

## ANNUAL GENERAL MEETING Of the Glenfield Community Centre Incorporated To be held 7:00 pm, 24<sup>th</sup> November 2020 Glenfield Community Centre

### Meeting Opened 7:05 pm

**Present:** Gary Thornton, Chair, Frankie Godfrey-Robson, Deputy Chair, Secretary, Craig Pettit, Treasurer, Michael Chin, Governance Group Member, Alexander Croft, Governance Group Member, Andrew Shaw, Governance Group Member, Kaipātiki Local Board Representative, Brian Ellis, Governance Group Member, Methodist Church of NZ Representative, Nicholas Batley, Glenfield Early Learning Centre, Member, Yannan Esdaire, Member, Kath Downie, Glenfield Citizen’s Advice Bureau, Member, Upasama Nigom, Member.

**In attendance:** Nigel Green, Centre Manager, Minutes, Paula Tra, Glenfield Early Centre Manager, Chris D’Arby, North Shore Councillor, Auckland Council, John Gillon, Chair— Kaipātiki Local Board, Jo Heaven, Community Places, Auckland Council, Neeli Govender, Glenfield Library, Rosina Taueki, Northcote Electorate Office.

### 1. Introduction

#### a. Welcome and Karakia

The Chair and Centre Manager welcomed everyone to the meeting and the Manager led the karakia.

#### Brian Ellis entered 7:07 pm

#### b. Acknowledgements

The Chair acknowledged all the Centre’s special guests who were in attendance — Auckland Council elected and Staff representatives, members of our Kaipātiki Local Board, Governance Group members, Centre Staff, community agencies and members.

Governance Members and Staff rose and introduced themselves.

#### Alex Croft entered 7:14 pm

### c. Apologies

Apologies were received from: Cleressa van Niekerk, Governance Group Member, Danielle Grant, Deputy Chair, Kaipātiki Local Board, Shanen Halbert, Member of Parliament for Northcote Electorate, and Edna Mackie, Manager Glenfield Citizen's Advice Bureau.

## 2. Approval of Previous Minutes:

- a. Approval of Minutes from 26<sup>th</sup> November 2019 (*refer AGM#1*)

**Note:** The Minutes from the previous Annual General Meeting were reviewed by the Governance Group at their first meeting in case any corrections were required.

The Chair asked that any person who had been present at the previous meeting to second the motion.

**Motion 1:** *That the Minutes of the Meeting of 26<sup>th</sup> November 2019 be accepted as a true and accurate record.*

**Chair/Alex Croft**  
**Carried Unanimously (CU)**

## 3. Reports:

The Chair read his report as included in the Annual Report. The Centre Manager and Glenfield Early Learning Centre Manager spoke briefly to their reports noting both were included in the Annual Report in greater detail. The Centre Manager thanked his Staff and Governance for their support in an exceptionally challenging year. He also thanked Jo Heaven for her support in her capacity as Council Liaison in support of the North Shore Community Houses. He said he remained quietly optimistic the Centre will be able to return to normalcy noting there are shortly to be two new tenants and additional hirer utilising the Centre in 2021. There were no questions.

**Motion 2:** *That the Chair's, Centre Manager's, and Early Learning Centre Manager's 2019 – 2020 reports be accepted.*

**Chair/Frankie Godfrey-Robson**  
**CU**

#### 4. Financials:

- a. Receipt of Annual Audited Accounts for period July 2019 – June 2020 (*see Performance Report for the year to 30 June 2020, supplied separately*)

The Chair invited the Treasurer to speak to the accounts. CP noted that unfortunately, due in no small part to the effects of the Covid-19 pandemic, the Centre had posted a significant loss for a second year in a row. He said the focus was on generating more income through Room Hire, Tenancy, noted the GELC has struggled with student enrolments, and said they were investigating ways to reduce or fund operating expenses. He said Governance were looking forward to the resolution of the cladding issue one way or the other as it would finally allow the organisation to move forward. He asked for questions.

Michael Chin asked about the level of the Government Wage Subsidy. Nigel Green explained the amount was based on the set eligibility criteria around loss of revenue and the complement of full-time, part-time and casual staff.

Chris D'Arby noted the decline in revenue in the GELC. Nigel explained how Ministry of Education funding operated. He noted further with the Centre closed or under-utilised for 16 weeks, there was a significant effect on revenue akin to the Tourism and Hospitality Sector. He thanked the Local Board for their one-off LDI Grant, but said the overall level of funding from Council needed to increase across the board to community facilities and that the Centre would be petitioning both the Local Board and Council to review it as there is no rationale for current funding levels except as a pre-amalgamation legacy.

Jo Heaven noted the effect of Council restructuring on Community Places meant there was uncertainty as to the level of support that could be offered.

Gary Thornton noted the Centre had applied for and been granted a Small Business Loan that acted as a backstop to help with cash flow if required but the Centre was trading water awaiting the outcome of the Cladding Class Action. He also said this had restricted Governance's ability to move forward and develop the Centre in order for it to be seen as being active in the community. He said ideally, the Centre would like to progress towards a time when it is independent as possible.

There were no further comments or questions, so the Chair put the motion:

**Motion 3:** *That the Audited Accounts for the period July 2019 – June 2020 be accepted.*

**Chair/Craig Pettit**  
**CU**

## 5. Election of Members to the Governance Group for 2019 - 2020:

The Chair noted that applications to join the 2020 – 2021 Governance Group have been completed and received from the following persons: Michael Chin, Gary Thornton, Craig Pettit, Frankie Godfrey-Robson, Alex Croft, and Cleressa van Niekerk.

NG noted that all nominees had completed the appropriate form which includes a proposer and seconder and tabled the copies for the record.

**Motion 5:** *That Michael Chin, Gary Thornton, Craig Pettit, Frankie Godfrey-Robson, Alex Croft, and Cleressa van Niekerk be elected as the Governance Group of the Glenfield Community Centre for 2020/2021.*

**Kath Downie / Nicholas Batley**  
**CU**

The Chair also received the constitutional members of the Governance Group:

- Methodist Church NZ Appointee: Brian Ellis; and
- One Auckland Council Appointee via the Kaipātiki Local Board, Andrew Shaw.

Brian Ellis rose and asked the Chair if he may say a few words. He spoke of the historical three-way partnership between the Centre, the Methodist Church and Auckland Council, with the Church providing the land, and the other two parties, the capital to build the Centre.

However, he noted the Society was carrying the heaviest load in terms of responsibility that should be better shared between the three and further noted the Church was not in a position to be able to support the Centre financially other than through the rent-free provision of access to the space.

John Gillon thanked Brian for his comments, and Gary and Nigel for their explanation around the Centre's current position. He suggested a meeting involving himself, them and the North Shore Councillors to discuss available options in the near future.

## 6. Appointment of Auditor:

The Chair noted this was a procedural requirement for the next financial year.

**Motion 6:** *That William Buck Chartered Accountants & Advisors Ltd be appointed as the auditor for 2020/2021.*

**Chair/Craig Pettit**  
**CU**

That concluded the formal portion of the meeting. Once again the Chair thanked all those present, and invited those present to join Centre Governance and Staff in enjoying the light refreshments provided.

**Meeting Closed 7:45 pm**

**Signed as a true and accurate copy:**

**Date:**