

CENTRAL OTAGO HERITAGE TRUST



Minutes of the Board Meeting 4pm Wednesday, 4 October 2023 Clyde Museum Blyth St

PRESENT: David Ritchie (Chair), Russell Garbutt, Ross Naylor, Rex Johnson, John Kerr, Graye Shattky, Ann Rodgers (CODC Liaison). Maggie Hope (Heritage Coordinator).

APOLOGIES: Kristy Rusher, Lynda Gray

David Ritchie welcomed David Campbell and Mark Smith from Waitaki District Council.

MINUTES OF PREVIOUS MEETINGS

The unconfirmed Minutes of the Board meeting held on 7 August 2023 and the Special Meeting on 15 August 2023 were reviewed. Two amendments were made to the OGHT update: date of AGM and the correct title for Rex Johnson's role on the OGHT committee. Subsequent to these amendments, the minutes were confirmed as a true and accurate record of these meetings.

Moved: David Ritchie

Seconded: Rex Johnson

Carried

Matters Arising from the Minutes

Sponsorship for COHT Quarterly magazine:

- Russell has approached two local companies to seek sponsorship for printing the magazine but has not yet heard back from these companies.
- Graye suggested that there may be an opportunity to sell an annual subscription for the magazine or to create a COHT calendar of images and/or stories help with printing costs.

Maggie to investigate these two opportunities further, to include estimate of costs and potential income streams.

FINANCIAL

a) Current Account Balances as at 29/09/23

Heritage Trust Working Account	\$46,745.30
Heritage Trust Debit Card Account	\$435.28
Oral History Account	17916.61
Total	\$65,097.28

- b) The Draft End of Years Accounts (30 June 2023) and Draft GST Return 1 April 2023 – 30 September 2023) were reviewed. Maggie noted that CODC grant of \$5,750 (GST inclusive) was received outside on the reporting period on 7 July 2023.

Moved: David Ritchie - Financial Statements be accepted

Seconded: Graye Shattky

Carried

BUSINESS

A: FUNDING UPDATE

COHT Application to the CODC Contestable Community Fund

David Ritchie presented at a full Council meeting on 27 September 2023 to support our funding application. The application was successful, and COHT was advised that they will receive \$44,000, which includes a 10% increase to cover rises in inflation and running costs over the last 18 months.

Oral History Funding

- The funding application to CLT was successful (\$22,860 for the two-year project). Matt Begg from Central Lakes Trust noted that CLT is unlikely to continue funding the project to the same extent and suggested that we evaluate the long-term scope of the program. Graye suggested that further applications for the MemoryBank could be made separately from the Oral History project funding.
- Maggie has since applied to Otago Community Trust for \$4,500 and will also apply to Lotteries (\$9,500) in their next funding round in January 2024.

B: CONTRACTOR REMUNERATION

COHT is committed to ensuring that we attract and retain the right skills in delivering our objectives. Trustees agreed that a policy on contractor remuneration be developed before reviewing current fee rates

C. COMMUNITY VISION PROJECT

Council is embarking on a Central Otago Wellbeing Project to develop a 50-year vision of Central Otago's future. This community visioning project will involve extensive community engagement. David Ritchie attended the initial Council workshop on the project. The consultation phase provides a great opportunity to refresh the community aspirations for heritage that were expressed in the 2012 document 'Toward Better Heritage Outcomes'. This project also presents a mechanism for exploring the development of an Arts, Culture, and Heritage Strategy.

David and Maggie recently met with CODAT members (Jan Bean, Rebekah De Jong & Brian Budd) and Samantha Kirk from Three Lakes Trust to learn how they developed their Arts, Culture, and Heritage Strategy in partnership with QLDC. We will continue working with this group to ascertain how we can leverage and inform Council's consultation in the Wellbeing Project to ensure Arts, Culture, and Heritage are included in the consultation framework and questioning methodologies.

D: UPDATE FROM WAITAKI DISTRICT COUNCIL

David Campbell gave an update on heritage-related developments at Waitaki District Council (WDC):

- WDC is keen to progress opportunities for sharing resources and heritage expertise with CODC where practicable.
- WDC is developing a Plan Change to ensure that new developments are in keeping with heritage surroundings.
- Maggie Hope attended a hui in Oamaru last year to discuss the role of COHT in representing heritage sector. Unfortunately, this model has not yet gained support from the Waitaki heritage sector.
- David Campbell introduced Mark Smith, the Heritage Advisor at WDC. Mark's key role is to administer the Waitaki Heritage Fund. This \$100 fund is currently oversubscribed, with applicants seeking over \$250K for the protection of heritage buildings
- Rex Johnson gave a brief update on the OGHT Heritage Site Review.

David Ritchie thanked David Campbell and Mark Smith for attending the meeting and sharing their heritage news and projects.

E: COHT AGM

The COHT AGM is scheduled for 29 November 2023, at Clyde Museum. David Ritchie explained the rationale of staggering Trustees' terms to avoid mass re-elections in the future. David Ritchie received a resignation notice from Kristy Rusher. Trustees were asked to confirm their intentions to allow time for considering replacements.

Graye Shattky announced that he will not be standing for re-election. Graye reflected on the key milestones of the Trust, from the signing of the Trust Deed in 2008 when Malcolm Macpherson was CODC Mayor, the development of the 'Towards Better Heritage Outcomes consultation document, bringing the heritage community together to confirm their support for COHT roles and responsibilities, the employment of the first COHT coordinator and David Ritchie's role in progressing the Trust towards an optimistic future. Graye is now looking forward to using his skills in governance and leadership within the wider not-for-profit sector.

David Ritchie acknowledged Graye's significant contribution to the heritage sector and COHT over the last 15 years and will be reinforcing these contributions to members at the upcoming AGM.

There will therefore be two vacancies to fill at the AGM, with the remaining five Trustees making themselves available for re-election. Trustees seeking re-election were asked to go back to their respective member groups to confirm nominations.

NEXT MEETING

AGM - 29 November 2023, Clyde Museum

Meeting closed at 6pm