

CENTRAL OTAGO HERITAGE TRUST

Minutes of the Board Meeting
4pm Wednesday, 31 January 2024
Clyde Museum Blyth St



PRESENT: David Ritchie (Acting Chair), Marco Creemers, Russell Garbutt, Lynda Gray, Warwick Hawker, David Hurd, Pene Morris, Ross Naylor, Ann Rodgers (CODC Liaison). Maggie Hope (Heritage Coordinator).

David Ritchie welcomed attendees to the first meeting for 2024, with a special acknowledgement to the newly elected Trustees from the COHT AGM held on 29 November 2023. David Ritchie then passed the chair to Maggie Hope, who presided over the election of the new Chairperson.

NOMINATION AND ELECTION OF CHAIR

The COHT Trust Deed mandates the election of a Chairperson at the first Board meeting following each Annual Meeting. Two Trustees, Lynda Gray and Russell Garbutt, nominated David Ritchie for re-election. Since there were no additional nominations, no vote was required. Maggie Hope was pleased to declare that David Ritchie was re-elected as Chair.

MINUTES OF PREVIOUS MEETINGS

The unconfirmed minutes of the Board meeting held on 4 October 2023 were reviewed. One amendment was noted: the correction of the amount of funding provided through the Waitaki Heritage Fund (\$100K). Following this amendment, the minutes were confirmed as a true and accurate record of this meeting.

Moved: Ross Naylor

Seconded: Russell Garbutt

Carried

Matters Arising from the Minutes

Sponsorship for the COHT Quarterly magazine:

Partners for sponsoring the printing of the quarterly magazine are yet to be confirmed. The concept of compiling three years of the magazine into a printed compendium was discussed with the possibility of selling these to both members and the wider community.

Unconfirmed Annual Meeting Minutes

The unconfirmed minutes of the 29 November 2023 Annual Meeting were also reviewed, with no changes proposed. These minutes will be confirmed by members at the next Annual Meeting.

The Chair reiterated three areas from his Annual Report that he would like to progress with Trustees and members over the coming year:

1. Connecting with the heritage sector and the wider community to have a focused discussion about our aspirations for heritage to inform our strategic direction.
2. The development of a Central Otago Arts, Culture, and Heritage Strategy, similar to what has been achieved in Queenstown Lakes. It is hoped that the Council's Community Vision project will offer a starting point for developing such a strategy in our district.
3. The development of a community-focused Heritage Award as part of the biennial CODC Awards.

Maggie Hope provided an update on COHT's proposal to Council for a Heritage Award. CODC has confirmed that the format and award categories for these biennial CODC Awards is yet to be decided, leading to a delay in the next awards event until 2025.

FINANCE

a) Current Account Balances as at 24 January 2024

Heritage Trust Working Account	\$66,496.26
Heritage Trust Debit Card Account	\$417.22
Oral History Account	\$19,868.76
Total	\$86,782.24

b) Recent payments (1 - 24 January 2024)

Date	COHT Working Account: 38-9009-0215973-00	Amount
9/01/24	ODT Print (summer newsletter)	-\$596.10
9/01/24	Pay Landconnect Ltd (COHT Coordinator)	-\$2,267.81
16/01/24	Transfer to OH Account (OCT Grant)	-\$4,500.00
16/01/24	Transfer to OH Account (COHT Contribution to OH project)	-\$3000.00
Date	COHT Debit Account: 38-9009-0215973-04	Amount
12/01/24	Tin Goose Alexandra (OH meeting)	-\$12.40
14/01/24	Jotform (website subscription)	-\$40.33
18/01/24	Clyde Village Store (postage)	-\$4.12
21/01/24	Olivers - Meeting 'Heritage along the Lake Dunstan Trail'	-\$22.13
22/01/24	FooGallery (website subscription)	-\$336.77
Date	Oral History (OH) Account 38-9009-0215973-02	Amount
12/01/24	Carolyn Squires (OH Coordinator)	-\$937.74
16/01/24	Transfer from COHT Account (OCT Grant)	\$4,500.00
16/01/24	Transfer from COHT Account (COHT Contribution to OH)	\$3,000.00
21/01/24	Port Nicholson Packaging (Archive folders)	\$92.86

Maggie Hope noted the incorrect date for the current account balances on the Agenda (corrected above).

Moved: David Ritchie - Financial Statements be accepted

Seconded: Warwick Hawker

Carried

REPORTS

The reports from the COHT Coordinator and the Oral History Manager were received. Follow-up on these reports is covered under general business.

GENERAL BUSINESS

A: DRAFT INDEPENDENT CONTRACTOR POLICY

This policy has been developed to provide a framework for assessing the contractor versus employee distinction and to establish a methodology for reviewing contractor hourly rates.

Moved: David Ritchie that the Independent Contractor Policy be adopted

Seconded: David Hurd

Carried

B: NEXT STEPS FOR THE ORAL HISTORY PROJECT

Three ideas put forward to extend the value and reach of the oral history repository:

1. The development of a podcast methodology and pilot, utilising existing interviews where possible.
2. The creation of Heritage Talks, featuring 2-3 interviewees discussing specific topics within interview excerpts and Q&A sessions.
3. Further advancement of oral history in schools, with the potential development of an Oral History Module aligned with the school curriculum.

Together, these three ideas could also combine to make an appealing proposition for future funding. The initial exploration and development of these ideas is likely to require an increase in hours for the Oral History Manager.

ACTION: Maggie Hope to revise the Independent Contractor Agreement and Schedule of Services to include the inclusion of these new sub-projects.

C. STRATEGIC PLAN & COHT BOARD REVIEW

The Chair signalled the need to update the 'Central Otago Heritage Plan (2021 -2024) which guides our programme of work. The last extensive round of community consultation was undertaken in 2012 when the Towards Better Heritage Outcomes document was produced. Our current strategic plan closely follows the goals set out in this document. It is now time to go back to the community to reassess the District's aspirations for heritage.

Ann Rodgers suggested that this consultation could be combined with the facilitated consultation required for updating the heritage provisions in the CODC District Plan. This consultation is scheduled for later this year. Trustees agreed that this would provide an excellent opportunity for community feedback.

The Chair also signalled a review of the COHT board, to include an evaluation of our purpose and roles and responsibilities. This review is scheduled for the second half of 2024 to allow time for new Trustees to become familiar with their roles.

D: UPDATE FROM CODC PLANNING

Ann Rodgers gave an update on CODC planning matters:

- As discussed above, a review of heritage provisions in the CODC District Plan is scheduled for later in the year. This will include a review of Schedule 19.4 (Register of Heritage Buildings, Places, Sites and Objects & Notable Trees). Council is anticipating the recruitment of a heritage consultant to assist with this review. Council will consult with Otago Goldfields Heritage Trust (OGHT) on this review to evaluate the sites recorded in the Heritage Site Review Project. A review of notable trees in Schedule 19.4 will also be reviewed.
- Positive feedback was received on the Heritage Precinct Guidelines (Plan Change 20). The planning team are currently preparing a Section 42A report which will summarise the reasons for accepting or rejecting submissions on the Plan.
- The development of the Teviot Spatial Plan is underway as is the proposal for Dark Sky communities.

E: CENTRAL OTAGO MUSEUMS TRUST UPDATE (COMT)

The Chair gave new Trustees a brief background on the formation of the CO Museums Trust. COMT is currently focused on the Museums 100 Project, funded by the Ministry of Culture & Heritage (MCH). Maggie Hope is the COHT appointed trustee. COHT has recommended that an extension be requested from MCH to launch the exhibition in September.

F: UPDATE FROM ALEXANDRA RIVERSIDE PARK TRUST

Lynda Gray gave an update on the Alexandra Riverside Park Trust's vision to rejuvenate the lower Tarbert St in Alexandra by creating a new public space development at the junction of the Clutha/Mata-au River and Manuherekia River.

Phase One of the project was approved at the recent Vincent Community Board Meeting. This initial phase, due to start in July, will focus on the green space at the bottom of Target St and to the east. The earthworks involved in this phase will likely require an archaeological assessment. The heritage aspects in the next phases of the project are currently being developed.

G: HERITAGE ORCHARD CONCEPT

Russell Garbutt updated Trustees on recent meetings with local horticulturists and OGHT to explore the development of heritage orchards across the district. Russell, Maggie Hope and Warwick Hawker attended the opening of the Ranfurly heritage orchard in early December 2023, which was part of their 125-year celebrations. OGHT has been working with DOC on the possibility of a heritage orchard in Stewart Town, Bannockburn. Heritage orchards provide a great link to tell the stories of our early pioneers.

The next steps are to:

- Convene a meeting with interested parties, (including people from the Ranfurly project) to assess interest and willingness of community ownership of heritage orchards.
- Identify open spaces which might be suitable location for a heritage orchard in either Alexandra or Clyde (i.e. land which already has public access and potential for irrigation).

H: HERITAGE TALKS

Maggie Hope has started to put together a program of 'Heritage Talks' for 2024. These events are published on the COHT website.

Russell Garbutt shared an excerpt of a video published on the COHT website that records his Heritage Talk: 'Black Gold: the History of Coal mining in Central Otago. It is hoped that more of these talks will be recorded.

The Chair invited Trustees to consider other topics for these talks.

Meeting closed 6:10pm

Next meeting: 4pm, Wednesday 20 March 2024, Clyde Museum.