



Minutes

Wellington Branch

30 June 2022

Secretary
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A meeting of the Branch Committee was held in Suite 2, Level 1, Anvil House, 138 Wakefield Street at **10.00am on Thursday 30 June 2022.**

Present:

Mike Smith (Chair & Convenor), Ian Clunies-Ross, Kevin Duggan, Suzanne Holgate, Elizabeth Smaal, Edgar Spark and Bryan Whisker.

1. Welcome

2. Apologies

There were two apologies from Kay Monks and Ray Woolhouse.

3. Minutes

The Committee meeting draft minutes of Thursday 21 April 2022 were circulated to the committee prior to the meeting for comments and feedback.

It was **MOVED THAT** the minutes of the meeting held on 21 April 2022 be accepted as a true and correct record.

Mike Smith/Kevin Duggan

4. Matters Arising

a) Set Up or Confirm Memberships of Our Sub Committees

The committee has confirmed members for the sub committees for the year

Finance Committee: Mike, Elizabeth, Kevin

Honours Committee: Mike, Ian, Elizabeth, Bryan

Policy Committee: Mike, Kevin, Bryan

Social Committee: Kay, Elizabeth

Recruitment Committee: Ian, Kay, Bryan, Suzanne

b) Book Future Committee Meeting Dates for the Year

We have decided to move the meetings to Tuesdays next year. We will make the bookings later this year.

c) Council Meeting

The Wellington Branch is sending the Chair and Kay as our council delegates this year. Life members are able to attend if they wish to.

Ian has decided not to stand for Board this year.

d) Take a Photo of the New Committee for the Next Newsletter

This will be taken at the next committee meeting when everyone is present.

e) Alternative methods for charging for Inter Branch Assistance

The Kapiti Branch is currently charged on an hourly basis. The alternative is to be charged based on actual costs including overheads.

The committee has discussed and decided to keep it simple and continue with the existing method.

f) Suggestion and Booking for Christmas venue

ACTION: The secretary to explore venue options.

5. Finance

i. Payments

The following tables list the payments made for April 2022 and May 2022:

April 2022

Date	Expense	Amount	Payee
13 Apr	Wages	\$763.49	Madison
19 Apr	2 Degrees	\$51.77	2 Degrees
19 Apr	Antivirus	\$16.10	GSA National
19 Apr	Wages	\$763.49	Madison
19 Apr	Committee Expense	\$20.83	New World
20 Apr	Rent	\$204.80	GSA National
27 Apr	Wages	\$763.49	Madison
	TOTAL	\$2,583.97	

May 2022

Date	Expense	Amount	Payee
03 May	Wages	\$763.49	Madison
03 May	Wages	\$763.49	Madison
03 May	Account Fee	\$2.08	Kiwibank
10 May	Wages	\$508.99	Madison
17 May	Wages	\$394.60	Catherine
17 May	Account 951 Railway Social Club Fund	\$190.00	Ray
19 May	2 Degrees	\$51.77	2 Degrees
19 May	Antivirus	\$16.10	GSA National
20 May	Rent	\$204.80	GSA National
25 May	Wages including InterBranch Services	\$1,659.62	Catherine
31 May	One-off Fee to Madison	\$5,175.00	Madison
31 May	Account Fee	\$6.25	Kiwibank
31 May	IRD Payment	\$547.08	IRD
	TOTAL	\$10,283.27	

Kevin reported that the one-off fee to Madison was not budgeted and will affect our financial performance this year.

The payments for **April 2022 and May 2022** were noted and accepted.

Mike Smith/Edgar Spark

6. Sub Committee Reports

a) Recruitment

Suzanne approached a number of schools within the Wellington area and most of them have agreed to put posters up.

The Public Service Commissioner Peter Hughes has agreed to put the posters up in Government departments. He suggested that they could find out who we could recruit from their payrolls. Edgar mentioned that the recruitment drive at the Railways was successful due to us providing them with prepaid envelopes and information on GSA instead of asking them to supply personal details of potential recruits which may breach the Privacy Act. Ian suggested that they could potentially mention this approach to Peter Hughes.

b) Honours

Nothing to report

c) Policy

Nothing to report

d) Finance

Nothing to report

e) Social

The Committee talked about the change of venue for Mid Winter Luncheon, and Wellington City Mission will provide a presentation regarding employment, housing and addiction issues at midday for 15 minutes. It was agreed a donation will be provided to the Mission.

ACTION: The Secretary to email Elizabeth regarding room layout for Mid Winter Luncheon.

7. Mackenzie Trust

Nothing to report

8. Board Report

Ian was not present at the latest board meeting but will forward the board minutes to the Committee.

9. Membership Trends

a) Wellington Branch Membership Report

Member Trends	31 Mar 2022	09 Jun 2022	Change
Annuitant	2,354	2,341	-13 (-0.6%)
Annuitant spouse	1,336	1,333	-3 (-0.2%)
Surviving spouse	688	679	-9 (-1.3%)
Pre-annuitant	130	128	-2 (-1.5%)

Pre-annuitant/spouse	105	104	-1 (-1.0%)
Total	4,613	4,585	-28 (-0.6%)

b) Wellington Region

Member Trends	Wellington	Australia	Overseas Other	Wairarapa	Totals
Annuitant	1,685	356	136	164	2,341
Annuitant spouse	965	203	61	104	1,333
Surviving spouse	476	124	28	51	679
Pre-annuitant	121	1	3	3	128
Pre-annuitant/spouse	97	1	3	3	104
Total	3,344	685	231	325	4,585

c) National Membership Report as a Comparison

Member Trends	31 Mar 2022	09 Jun 2022	Change
Annuitant	12,157	12,053	-104 (-0.9%)
Annuitant spouse	6,445	6,435	-10 (-0.2%)
Surviving spouse	3673	3631	-42 (-1.1%)
Pre-annuitant	476	465	-11 (-2.3%)
Pre-annuitant/spouse	386	380	-6 (-1.6%)
Total	23,137	22,964	-173 (-0.7%)

10. Correspondence

Mike mentioned that we received a thank-you card from Bill Robertson. The branch had sent their condolences when his wife died.

11. General business.

- a) The date for the next Committee meeting is Thursday **18 August 2022**.

Meeting closed at 12pm

Catherine Chang
Wellington Branch Secretary

Confirmed:



Mike Smith
Chair