



Minutes

Wellington Branch Committee

13 December 2016

Secretary
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A meeting of the Branch Committee was held at Suite 2, Level 1, Anvil House, 138 Wakefield Street, at 10.00 am on Tuesday 13 December 2016. This meeting was held to coincide with a Board meeting and a Christmas function as the Wellington Branch was to co-host the Christmas function with the Board.

Present

Peter Chambers, Ian Clunies-Ross, Kevin Duggan, Wilf Haskell, Graham Hill, Maggie Lee (Secretary), Colin MacIntosh, Elizabeth Smaal (Chair), and Kay Monks.

The Chair welcomed everyone to the meeting.

1 Apologies

Janice Campbell, Mike Smith and Bryan Whisker apologised as they were attending a Board meeting. Apologies were also received from Ray Woodhouse. These apologies were **accepted**.

2 Minutes from the meeting held on 19 October 2016

It was resolved that the minutes of the meeting held on 19 October 2016, subject to a correction to item 3(d) Invoicing of Pre-annuitants, be **accepted** as a correct record of that meeting.

Wilf Haskell/Kevin Duggan

3 Matters Arising

a) Invoicing Pre Annuitants

A letter from Canterbury branch regarding the charging of an annual membership subscription by pre annuitants had not been located. Members were advised that each pre annuitant member was invoiced an annual subscription once a year on the anniversary of their joining the association. In this way invoicing was spread across the year. Cathy Trewby has sent details of how the Board are proceeding with this issue.

b) Sponsorship

Triton has not yet advised if they have brochures which can be available for distribution to GSA members at GSA luncheons. They have also been asked to advise when the company considered requests for sponsorship.

4 Membership Trends

The following statistics had been circulated to committee members who asked that they been advised as to the source of these figures.

a) Wellington Branch Membership Report as at 30 November 2016

Member Trends	31-Mar-16	30-Nov-16	Change	
Annuitant	2,723	2973	250	9%
Annuitant/ spouse	1,362	1555	193	14%
Surviving spouse	819	811	-8	-1%
Pre-annuitant	116	113	-3	-3%
Pre-annuitant & Spouse	84	79	-5	-6%
Total	5,104	5531	427	8%

b) Wellington region

Member Locations	Wellington	Australia	Overseas Other	Wellington/ Wairarapa	Totals
Annuitant	2,163	432	161	217	2,973
Annuitant spouse	1,109	236	77	133	1,555
Surviving spouse	576	149	36	50	811
Pre-annuitant	109	0	1	3	113
Pre-annuitant spouse	76	0	1	2	79
Total	4,033	817	276	405	5,531

c) National Membership Report as a Comparison

Member Trends	31-Mar-16	30-Nov 2016	Change	
Annuitant	14,441	15,610	1,169	8%
Annuitant spouse	6,712	7,521	809	12%
Surviving spouse	4,523	4,475	-48	-1%
Pre-annuitant	449	441	-8	-2%
Pre-annuitant spouse	354	340	-14	-4%
Total	26,479	28,387	1,908	7%

5 Correspondence

Welcome letters to new members and letters of condolence have been sent out as appropriate. A sample letter had been circulated to committee members. It was noted that currently letters went only to spouses who were members of GSA. Peter Chambers agreed to raise with the Board the suggestion that all spouses should receive a condolence letter and that such a letter

should make mention of a spouse's possible rights to a continuing pension and the need for them to make contact with Datacom. He will also check how deaths are notified to the Branch Secretary and how much information about annuity payment to spouses is noted regularly in the Annuity News.

6 Finance

a) Accounts to 30 November 2016

Financial statements had been circulated with the agenda. The surplus of \$2,473 is on target and the accounts are considered to be in a satisfactory state.

b) Payments

The following payments for October and November were noted and approved.

Peter Chambers/Kay Monks

Date	October 2016	Amount	Payee
28-Sep	Wairarapa luncheon	1092.00	Cossie Club
3-Oct	Stationery	114.94	Warehouse
14-Oct	Staff Salary	972.60	M Lee
28-Oct	Committee Expenses	175.00	C MacIntosh
28-Oct	Committee Expenses	150.00	B Whisker
28-Oct	Staff tax	227.40	IRD
	TOTAL	2,731.94	

Date	November 2016	Amount	Payee
9-Nov	Computer	112.60	Neos
14-Nov	Staff Salary	972.6	M Lee
21-Nov	Printing/ shared	43.44	GSA
21-Nov	Staff tax	227.40	IRD
21-Nov	Computer	232.88	Neos
28 Nov	Christmas function	3,026.00	U H Cossie
28 Nov	Entertainer	350.00	Jennifer
	TOTAL	4,964.92	

c) The Christmas function at the Upper Hutt Cossie Club

Income received	\$2,407.00
Payment to Venue	\$3,026.00
Entertainer	\$350.00
Subsidy	- \$969.00
Total subsidies	<u>\$1835.00</u>

7 Board report

As all Board members were absent, the Chair commented on the following items from the Board minutes of 8 November.

a) Centenary History

An email from the Executive Officer on 10 November seeking input from branches had been circulated to the committee. Comments gleaned at that stage had been summarised and further comments and suggestions from committee members were added to the document. The Wellington Branch committee response was forwarded to the Executive Officer on 16 December 2016.

b) Cost of Recruiting Exercise

In response to a note in the Board minutes, Ian Clunies-Ross agreed to calculate what it had cost the Wellington Branch to carry out the recruiting tasks it undertook.

c) Tax Equity

Members expressed their disappointment that, inspite of comments to the contrary, the Board had decided to remove the tax equity issue from the Policy Objectives.

8 Sub Committee reports

a) Recruitment

The sub committee has not met as it is waiting for the results of the recruitment drive to pre annuitants before considering its next step.

b) Honours

This sub-committee has not needed to meet

c) Policy

This sub-committee has not needed to meet. The Convenor will only call a meeting if the issues cannot be resolved by email.

d) SuperTravels

Graham Hill reported that the SuperTravels committee was to meet on 15 December to progress the trips planned to Whanganui, the art galleries of Seatoun and to the Weta Cave in Miramar. Graham was thanked for his report.

9 General business

a) AGM 2017

The 2017 AGM is advertised for Tuesday 23 May. A booking has been made at the Petone Working Men's Club.

b) Branch Committee meetings 2017

A schedule of meeting dates had been distributed to the committee. Most meeting will be held on Thursdays in the third week of each month. Luncheon dates will be confirmed early in the New Year.

c) Christmas Function

The Wellington Branch Committee joined the Board for its Christmas function on Tuesday 13 December. The branch will pay 20% of the costs of the function.

d) Next Branch Committee Meeting

This will be held on Thursday 16 February 2017

There being no further business, the meeting closed at 11.20.

Confirmed: _____ **Date** _____