



Secretary  
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**Minutes**  
**Wellington Branch**  
**Committee**  
**16 February 2017**

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A meeting of the Branch Committee was held at Suite 2, Level 1, Anvil House. 138 Wakefield Street, at 10.00am on Thursday 16 February 2017.

**Present**

Janice Campbell, Peter Chambers, Ian Clunies-Ross, Graham Hill, Maggie Lee (Secretary), Colin Macintosh, Kay Monks, Elizabeth Smaal (Chair), Mike Smith, and Bryan Whisker.

**1 Apologies**

Kevin Duggan, Wilf Haskell and Ray Woolhouse. These apologies were **accepted**.

The Chair welcomed everyone to the first meeting of the year and advised that before closing the meeting, the meeting would go 'into committee' to consider a national office matter.

**2 Minutes from the meeting held on 13 December 2016**

**It was resolved** that the minutes of the meeting held on 13 December 2016 be accepted as a correct record of that meeting, subject to a change to item 9b) replacing 'each month' with 'every second month'.

*Ian Clunies-Ross/Peter Chambers*

**3 Matters Arising**

**a) Sponsorship**

The secretary has made contact with Lucy Rei of Triton. Sponsorship requests need to be in by 31 March each year. A letter requesting \$2,000 and including our latest newsletter, has been sent to Triton.

**4 Membership Trends**

**a) Wellington Branch Membership Report as at 31 January 2017**

Member Trends	31 March 2016	31 Jan 2017	Change	
Annuitant	2,723	2,943	220	8%
Annuitant spouse	1,362	1,544	182	13%
Surviving spouse	819	803	-16	-2%
Pre-annuitant	116	106	-10	-9%
Pre-annuitant spouse	84	73	-11	-13%
<b>Total</b>	<b>5,104</b>	<b>5,469</b>	<b>365</b>	<b>7%</b>

**b) Wellington Region**

Member Locations	Wellington	Wairarapa	Australia	Overseas Other	Totals
Annuitant	2148	215	427	153	2943
Annuitant spouse	1110	132	234	68	1544
Surviving spouse	570	51	146	36	803
Pre-annuitant	104	1	0	1	106
Pre-annuitant spouse	71	1	0	1	73
<b>Total</b>	<b>4003</b>	<b>400</b>	<b>807</b>	<b>259</b>	<b>5,469</b>

**c) National Membership Report as a Comparison**

Member Trends	31-Mar-16	31 Jan 2017	Change	
Annuitant	14,441	15,611	1,170	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	341	-13	-4%
<b>Total</b>	<b>26,479</b>	<b>28,392</b>	<b>1,913</b>	<b>7%</b>

It was noted that the brochure rather than a separate letter sent to pre annuitants was likely to have had an impact on the number of new pre annuitant members from the latest recruitment exercise.

**5 Correspondence**

Peter Chambers reported that a Retirement brochure, the Annuity News, the GSA Operations Manual and the Personal Data booklet all had information that included ensuring that spouses were advised of their entitlements when a member dies. These booklets are sent to all new members and can be requested from the Secretary.

**6 Finance**

**a) Accounts to 31 January 2017**

Financial statements had been circulated with the agenda. These had been checked by the Chair before they were distributed. A healthy surplus is on target and the accounts are considered to be in a satisfactory state.

**b) Budget**

The draft 2017-18 budget will be presented at the April meeting.

**c) Costs for functions**

**It was resolved** that the cost of luncheons in 2017 remains at \$29 pp.

*Colin Macintosh/Mike Smith*

**d) Re-imbusement to committee members**

In October it was agreed that reimbursement for each meeting attended should be increased from \$15 to \$20. In fact as the payment per meeting attended was \$10 in 2016 not \$15 it was agreed that the reimbursement in 2016/ 2017 be \$15.

Members are encouraged to make a claim if their cost of travelling or parking is greater.

**It was resolved** that the payment to Wellington branch committee members per committee meeting and/or sub committee meeting attended should increase from \$10 to \$15 from the beginning of the 2016/2017 financial year.

*The Chair*

**e) Payments**

The following tables list the payments made for December and January

Date	December 2016	Amount	Payee
5 December	GSA Rent arrears	644.00	GSA
14 December	Staff Salary	972.60	M Lee
19 December	Staff Tax	227.40	IRD
19 December	ACC levy	33.72	ACC
20 December	GSA Rent	231.13	GSA
	<b>TOTAL</b>	<b>2,108.85</b>	
Date	January 2017	Amount	Payee
16 January	Staff Salary	972.60	M Lee
20 January	GSA Rent	231.13	GSA
20 January	Staff Tax	227.40	IRD
30 January	Warehouse Stationery	42.96	Warehouse
	<b>TOTAL</b>	<b>1,474.09</b>	

Payments were noted and approved.

**7 Board Report**

Bryan Whisker commented on the Board meeting held on 14 February as follows:

The Board are attempting to recoup from the GSFA some of the costs incurred in supporting a member in a court case regarding superable income. The precedent set by this case could have a flow on effect. The Board is to prepare and present a petition to Parliament regarding the 100% Cost of Living Allowance for all superannuitants. This is to be presented to the new government after the election in September.

The Definition of Life Membership is under discussion. Committee members had been sent papers relating to discussion notes from the Waikato-King Country branch suggesting strategies for addressing the GSA's future as a 'sunset organisation'. Board members present stated that this matter would be a priority for the organisation this year with each branch being urged to discuss the papers and to forward their comments back to the Board. An updated brochure encouraging non members to join the Association will go out from Datacom in April. Bryan was thanked for his report.

## 8 Sub Committee reports

### a) Recruitment

Ian Clunies Ross reported on the estimated cost of last year's recruitment drive. The cost, not including freepost envelopes, was \$381.60. The branch will cover this cost. The Recruitment sub committee will hold another meeting soon.

### b) Honours

This sub committee might need to meet later in the year to consider any rule changes proposed by the Board.

### c) Policy

This sub committee will meet soon to consider the Waikato-King Country paper and supplementary papers and to prepare comments for forwarding to the Executive Officer who will be advised that the suggested return date of 14 March will not be met by this branch committee.

### d) SuperTravels

Graham Hill reported that the committee had met. They were pursuing the trips planned for Whanganui, the art galleries of Seatoun and Weta Workshop. Graham will prepare material for the April newsletter.

## 9 General Business

### a) AGM

The Wellington branch AGM will be held at the Petone Working Men's Club on Tuesday 23 May. If there is enough stock the Secretary will take copies of the Personal Data booklet as well as the Retirement and your Annuity booklet to the luncheon for distribution to those interested in acquiring copies.

### b) Schedule of Branch Meetings for 2017

An updated schedule has been sent out. The Secretary was asked to date papers she sends out.

### c) Wairarapa Luncheon

This is set for 28 September. Greytown was suggested as a possible venue. Bryan Whisker will co-ordinate this and advise the secretary.

### d) Newsletter

The April newsletter is to be ready for mail out on 13 April. The Chair will prepare a draft and circulate this for comment.

### e) Speaker at Mid Year Dinner at the Pines

A number of suggestions were made with the consensus resting with a speaker to address issues relating to the elderly. Bryan Whisker agreed to provide the Chair with a contact person.

### f) Next Branch Committee Meeting

Thursday 20 April at Anvil House at 10.am. At this meeting committee members will be able to collect nomination papers towards the AGM.

At 11.45 am **the Chair moved that** the meeting 'go into committee' under the Local Government Official Information and Meetings Act 1987, for the purpose of considering a national office matter in relation to staffing.

The motion was seconded by **Colin Macintosh**.

The secretary withdrew from the meeting.

At 12.25 pm **it was moved that** the meeting move 'out of committee' having considered personnel matters in relation to national office.

*Colin Macintosh/Kay Monk*

There being no further business the meeting closed at 12.25.

**Confirmed:** \_\_\_\_\_ **Date** \_\_\_\_\_