

VCW AGM Minutes – 23 August 2016 at the VCW, 11 Allen St. NEV at 6pm.

Present: Peter Mc Donald; Rosemary Penwarden; Tim Bishop; Paul Campbell; Steve Ward; Kristen Bracey; Nathan Parker, Christine Keller, Ross Gilbertson, Gerry Thompson, Tom McKinlay, Chris Brown, Sam Patrick, Nolan Hill, Ian Rees (at 6.15)

Apologies: Dean Griffiths, Anna Parker, Gabrielle Panckhurst

(a) Minutes of previous AGM – none as this is the first one.

(b) **Annual report** – noted, not all the activities are covered in this report. There is still an opportunity to add further highlights. *Move that the report be accepted: Rosemary Penwarden, Peter McDonald. All in favour*

© **Treasurer's report.** Noted many generous donations of time/labour as well as donations of funds, subscriptions, contributions in form of rents etc. Need to generate more income to cover full rent when this becomes due in 2017 (\$1500 p.m) to avoid a significant shortfall. An additional \$735 p.m. as a min. will be needed. Noted, while Project /VCW would like to pay full rent in 2017, this is on the assumption that the Museum space is able to be fully tenanted, ie building work has been completed.

Will need to pay for internet later in the year (\$135 pm- this expense is not included in the tabled financial report). Paul to check with Project re a contribution for wifi as per previous conversations with Marty. VCW could host websites for other community groups– this could help cover the internet costs.

Rates rebate application has been made to DCC by the Project.

Living rooms – 'weather stations' will be a resource that can be borrowed once this project in NEV is finished

Move that financial report be accepted, Tim Bishop, Paul Campbell. All in favour.

(d) Election of Committee Members

Nominations:

Peter Mc Donald; Rosemary Penwarden; Tim Bishop; Paul Campbell; Steve Ward; Kristen Bracey; Nathan Parker, Christine Keller. *Move that the above people be appointed as Committee members (Kristen Bracey, Nolan Hill. All in favour.)*

Other nominations: None

(e) Motions: Amendments to rules

The VCW Committee move that section 17.0 of the Rules, Joining Fees, Subscriptions and Levies, is amended as follows:

1. The following classes of membership and subscriptions are approved:

VCW member (a) \$30 p.a. subscription, or as otherwise decided by the Committee,

(b) Friend of VCW: significant koha in cash or kind

© Members of groups that are tenants at the VCW and meet the criteria above, are also considered members of the VCW

(d) other tenants of the VCW who meet criteria (a) or (b).

Subscriptions are due annually within a month of the AGM

Kristen Bracey, Christine Keller. All in favour.

This will replace the current 17.1 which will be deleted. Note, the Secretary keeps a list of all members.

2. *The VCW Committee move that section 20.0 of the Rules, on Assurance on the Financial Statements, is amended to state:*

No review or audit of the annual financial statements is required unless a review or audit is requested by 10% of the Members at any properly convened Society Meeting.

Moved by Kristen Bracey, Peter Mc Donald. All in favour.

3. *The VCW Committee move that section 26.1 (d) of the Rules, on winding up surplus assets, is amended to state:*

that upon winding up surplus assets will be distributed to: another organisation for a similar charitable purpose or purposes as defined in section 5(1) of the Charities Act 2005. Local Not for Profit organisations that have a similar focus as the Society on promoting cultural change to a socially just, low carbon future through positive action.

Kristen Bracey, Paul Campbell. All in favour.

(f) General Business

- **Low emissions vehicle fund (6 million) from Govt. opening soon.**

One possibility for funding is for electric car sharing schemes. Brainstorming meeting this Sun 28th August at 3pm at VCW. All welcome. Software to facilitate localised car sharing schemes? Fund is for uptake of other types of e-vehicles too, eg e-bike libraries. DCC is talking to Uni, polytech, airport in next few weeks about a funding application.

- **Akina Foundation workshop.** No one present was able to attend
- **Lease between VCW & Project.** This is currently with lawyer Craig Paddon. Project are paying for the cost of this.
- **Preparation for Consent from DCC-** Drawings have been sent to the Fire Inspector, Philip Ballard, who is working on recommendations for the fire assessment. This is an essential step before the consent.

Tim forwarded drawings of toilet to Project.

Should include all the things we want in the consent. Avoid changing structure of windows, (changing type of glass is ok);

Jerry offered to help with design – liaise with Tim, Christine, Peter

Build a door into the middle of sliding door in Museum space for Christine's group to have egress, as the side door is now part of Jame's workshop.

Not sure if Steve Chittock/ Dave Littleton have done anything more on the structural engineering component of the consent. Dave Littleton needs to be clear who from the Project he should liaise with.

Steve Ward reported that he had heard remedial work had been done on this wall in the past. (May not have had a consent).

- **Heating:** heat pump in shared classroom, radiant heaters from ceiling; insulation.
- **Insurance:** Project are covering building and public liability insurance, but individual tenants also need own insurance. Investigate shared public liability insurance for individual tenants to bring down cost? Get legal advice when doing subleases.

Reports for the 2016 AGM

Valley Community Workspace Bike Workshop

Peter McDonald

The Valley Community Workspace Bike Workshop has been operating for just over a year, since mid-July 2015. Since then we have been busy accepting donated bikes; giving bikes to people who have come in; helping them, and others who bring their own bikes in, work on their bikes, and supplying tools and advice and spare parts, all for donations.

Opening hours are Saturdays 10:30 - 1:30 and Tuesdays 3:30 - 5:30. We will be looking at extending the hours once Spring and the warmer weather arrive. In running the Workshop I am ably assisted by Ross Gilbertson on Saturdays and by several volunteer "apprentices" who are keen on learning how to work on bikes. There has also been some crossover with Nathan and Steve on the electric bike side which continues to grow.

The Bike Workshop sustains itself and contributes to the income of Valley Community Workspace with assistance from the Valley Project, customer donations and more recently, sales on TradeMe of donated bikes. Expenses are in the main for tools and consumables like lubricants and spare parts. As far as is practicable, we recycle parts etc from donated material. Surplus metal rubbish goes to Everitt Enterprises but no revenue from this is available currently.

Accounting for bikes is only approximate and we have had around 32 bikes donated and have given out round 34 complete bikes over the past year. Numbers of customers has been harder to track and ranges from 0 to about 12 for a session. Money designated for the Bike Library project from the Valley Project was \$1500.00. Donations total \$2443.00 to the end of July, and Trade Me Sales were \$1002.00 for a total generated income of \$3445.00, all going directly into the VCW Bank Account. Expenses to the end of June totalled \$190.00.

Stories include supplying the material for Steve Ward to build a push trike for a pupil with Cerebral Palsy at North East Valley Normal which allowed him to be more active and to join in activities alongside other pupils. This was a success story for him and for the VCW. There was also a young woman from North Africa who got her first bike from us and reported that her sisters at home had been inspired by her example to learn to ride.

We look forward to the Community Bike Workshop playing a continuing role in the life of the Valley and the Community Workspace in the future.

The Valley Anvil

Steve Ward

Since starting in March 2016, Valley Anvil has carried out a number of electric bike conversions and repairs. It has also provided basic light engineering support for others working in the Valley Community Workspace. One-off unusual projects have also been completed, such as building a trike-balance

bike for a special needs child, and a blender bike for WellSouth. It has been a time of developing skills and ideas which can be used for more varied work in the future.

Weaving Christine Keller

It is the third year that Weaving on Hillingdon provides weaving classes for beginners and enthusiasts alike. Last August I rented 80 sqm in King Edward Court in Upper Stuart Street for her classes; running four terms per year. Having started the first class in 2013 with 5 students there are presently 16 people weaving over nights a week. It is the goal for the Loom Room to move ASAP into the museum space in 11 Allen St. The corner of the building that needs the repair is part of the space pencilled in for this. To start paying rent for the Project I have put part of the looms into storage in Allen Street and have moved the teaching part into a smaller space in King Edward

Court. It will be important for me to protect part of the museum from dust soon so some weaving can start in Allen Street.

I expect that I will bring community of weavers into the building. We are working on locally refurbished looms and parts for these looms have been produced with the open source 3D printer from the Makers space. I expect to collaborate further with the Maker's Space in future e. g. for the lighting of my space and especially the looms and with Steve and Paul for the building of some heating pods.

Planned is to enclose a space of 35 to 40 sqm as a heatable teaching space where classes will be held. To succeed with the community of weavers it will be crucial to create a space that people will enjoy to spend hours at a time working together. I am very much looking forward to moving in with the Allen St community.

Timeline – some key events over the last year

March 2015 – Rosemary, Peter, Tim, Steve, Christine, Paul, Kristen, Nathan & Marty began meeting weekly to talk about the possibility of using 11 Allen St (or another venue) for a community workspace; getting to know each other

April 2015 – ‘Friends of Allen St’; critical path analysis to identify steps to achieve our goals; initial fact-finding meeting with the DCC; clarifying our objectives; considering a formal structure/name

May 2015 – A ‘do-ocracy’! Beginning to draft rules. Checking out other spaces; developing a MoU with owner Matt Jennings.

June 2015 - dealing with asbestos; plumber unblocks toilets, more discussion of rules. Agreed on the new name ‘Valley Community Workspace’. Beginning to move in! e-cars and DIY bike workshop

July 2015 – working bees to clean up the kitchen, toilets and garage space. First VCW open day. MoU with Matt signed. VCW becomes an Incorporated Society. The Valley Project arrange a valuation for the building and consider purchasing it. Seismic assessment undertaken.

August 2015 – Makerspace move in

28 August 2015 – VCW co-hosts ‘Charge up Dunedin’ at Otago Polytechnic to bring together people interested in electric cars, conversions, charging stations, community ownership

September 2015 Art Resource Recovery Centre scoped. Another working bee to clean up the space.

October 2015 – Open day attracts lots of interest

Nov 2015 Tinker School moves in to VCW. PledgeMe and Givealittle campaigns launched to try to raise funds to help VCW buy the building. Hoist is repaired.

Feb 2016 – web server is installed; P.J.’s Ute is dismantled/motor removed in preparation for converting it to electric

March 2016. VCW stall at ‘Creekefest’. Another working bee to clear out Museum space in preparation for structural engineer/ strengthening work

1 April 2016 – Valley Project became the new owners of 11 Allen St, thanks to a grant from DIA. Tinkerschool moves to Watts Rd as its success means it needs more space.

May 2016 – inaugural use of the hoist by community member Ian Rees

June 2016 Steve Ward modifies a donated bike for a young boy with cerebral palsy using the new Valley Anvil welding workshop

June 2016 – Tim Bishop's application for Curious Minds participatory science funding is approved. The project is "to help us better understand how we can be warm and healthy in our homes, at an affordable price and will bring together curious minds, observe our heating and ventilation practices, and contribute to international research and the community. It will include young people, single people, families, retired people and others."

Naphthali use the space for an art workshop for young people with disabilities

July 2016 –new tenant James Hardesty from Controlfocus moves in.

Open day for National Local Government Conference- showing e-car conversions, electric and recumbent bikes, DIY Bike workshop, weaving, Makerspace, e-cars.

August 2016 – Inaugural AGM