

Auckland Central Community Shed

Committee Meeting Minutes

Date: 27 September 2020 at 2:30 pm

Expected Attendees: Garry Bryant, Craig Lynch-Blosse, Don Hook, Brent Russell, Aaron McFarland, Nicola Powell, Rod Willis, Ken Buckley and Patrick Harris

Apologies: Ken Buckley, Brent Russell and Aaron McFarland

Previous Minutes Accepted: Accepted: Patrick Harris, Seconded: Don Hook

Matters arising: Changed Sabre Saw purchase to Electric Chainsaw.

1. Who do we do work for – clarify remit (Aaron). Not discussed Aaron not present
2. **Members:**
Current paid up members: 96 Number on waiting list: 0
3. **Financial:**
In the bank as at 27/09/2020 : Cheque A/C \$620.04
 Savings A/C \$10,000.00
Applications for funding: ANZ NZ Staff Foundation: \$6500 Shed Co-Ordinator role. Funding decision late October 2020
 Albert Eden Local Board: \$6,900 Preventive machine maintenance. Funding decision 20th October 2020
- 3a Any capital spending over \$200 needs to be approved by The Shed Committee before item is purchased. Agreed
- 3b Purchase a Defibrillator. Will try and convert Local Board's grant for dust extractor (not required now) of \$1,886 towards purchase of Defib. Price for Defib around \$2,900. Wait until Local Board current Grant Application is approved or otherwise (see above)
- 3c Garry to create budget for this financial year. Include Router Table and Router in it.
4. **Duty Manager update:**
Training for Robin, Rod and Richard required and to begin. Craig to train Rod this Wednesday evening. Others to be scheduled. Nikki to conduct group 2 sessions for Duty Managers, starting this Saturday and another day to be scheduled. Discussed the responsibilities of Duty Managers. It was agreed that they do not work on any projects and are available for the fulltime they are there. A check list of responsibilities is to be produced.

More effort has to be put into monitoring the saw dust and waste produced by all power saws. A sign is to be prepared and placed on each power saw at the start of each session and before it used. It will then be inspected for dust bag/bin and area around saw blade for excess waste. Saw dust to be emptied as required. Possibly the first user could do this work before saw is used,

5. Coordinators Report (Nikki):

Please read before meeting. Only issues arising from report will be discussed.

5a Confirm Nikki Powell's contract from 5th October for 3/6 months. Contract will be extended for 3 months.

6. Health and Safety update (Rod): Rod presented the Shed's proposed Health and Safety Policy. It is to be emailed to all Committee for comment. As we have a contractor on board we now have to follow the Health and Safety Law (to the letter).

Other Business

- Antique planes ? To be sold
Old tools we receive and are of no use are to be displayed for a week for members to take then boxed up for use in future Sheds.
Plumbing gear and door locks to be disposed of.
- Nail guns (finishing) from Bunnings to be sold along with Makita skins
- Link Alliance planter boxes proposal from Holly Claeys. No Shed not interested
- Craig's disable member discussion. Agreed to give potential member a trial period
- Robin de Haan CBN Sharpening stone proposal. Wheel \$159 & Jig \$195. Agreed to purchase Wheel and Jig. Robin to setup sharpening procedures using this equipment. Procedures to be displayed by grinder.
- Investigate installing 3 awnings over each doorway to keep weather out.
- Saturday opening starting this Saturday (3 Oct). Nikki to send out email to all members.

Next meeting: Sunday 25 October 2020 at 2:30pm