

MINUTES OF STEERING COMMITTEE MEETING OF MT MAUNGANUI BRIDGE CLUB Held at 10 a.m. on Tuesday 19 January 2021

Present: Bruce Inglis, Warren Coventry, Julie Sheridan, Diane Rodger, Gilda Rowland

Bruce reported to the meeting information regarding his meeting on 18 January with Ian Glover (Project Manager) as follows:

Priorities:

1. Heads of Agreement document to be negotiated and finalised.
2. Licence to Occupy document to be finalised.
3. Relocation to bowling club to be complete by end Feb.
4. Communication lines - confirm one bridge club person to take on the role of "go to" person for all parties. (Gilda)
5. Confirm signatories to documents.
6. TCC to be supplied with Minuted document of membership agreement to project.
7. Request current lease to be surrendered.

All these matters to be resolved between Grant Aislabie, Donal Boyle, Bruce Inglis and Ian Glover.

NB; Communication with Ian [OBCT Project Manager] is to be through Bruce, as per Ian's request.

Bruce advised we have a two week window (end January) to make any alterations to the interior walls and doors in our space. Thereafter fittings etc will not need to be finalised until approx. October.

Julie raised immediate issues as:

1. First floor windows and external façade louvres. Suggest no window in storeroom.
2. Toilet configuration to be re-examined.
3. Fire wall breakthrough door to be moved closer to the fire escape.
4. Check internal doors - automatic self-opening? Direction of swing on some doors?

Diane raised members' suggestions as:

Change fire escape stairs to a ramp. Not feasible due to regulations requiring a gradient of 1:14 meaning a ramp off over 40 meters.

Change lift to a escalator. Not possible for the same reason.

February key dates:

Suggest main move take place weekend of Saturday and Sunday 21/22 February.

Gilda agreed to be main "go to" person and clarify the following:

Liaise with Donal and confirm surf club "muscle" available over that weekend.

Confirm TCC will have bowling club ready - cleaned, electricity, sea container for our extra inventory items.

Confirm telephone change.

Confirm Guild and Spence available for moving and installing electrical appliances (eg oven, steriliser, zip tap).

Check with TCC re installation of heat pumps.

Confirm with G&S they will remove our existing aircon condensers, repair and sell on consignment for us. (Approx cost of removal and repair \$1,000)

G&S suggested we contact Trustpower and claim expenses re one of the electricity phases being faulty and providing surging and intermittent power to the aircon units.

Check with TCC re outside sensor lighting at bowling club.

Carpet for bowling club? **Julie** to check whether our existing carpet can be lifted and relaid at bowling club. **Warren** to check with his carpet contact if a length of used carpet may become available from a commercial job.

Farewell to Old Building:

Teri to email all present members and as many past members as possible to invite them to a light luncheon at the clubrooms. 11.30. Tuesday 15 February.

Monthly Project Update:

Ian Glover to provide and **Julie** to post on our website.

Progress Inspections:

Steering Committee to set up periodic inspections of the build.

Next Meeting: Tuesday 26 January at 9 a.m.