

Minutes from Committee Meeting

Date of Meeting: 30 November 2009

Venue: Danish House, 6 Rockridge Road, Penrose

Attendees: Antony Barrett, Kim Basse, Keld Burlon, Kurt Marquart, Inger Mortensen, Roger Knights, Dawn Nissen, Finn Nielsen, Marion Stewart, Rolf Siggaard

Guests: Pam Logan (Editor), Erik Nissen

Apologies: None

Agenda:

1. Minutes of previous meeting. Matters from the AGM.
2. Report: Treasurer
3. Report: Membership Update
4. Report: Danish House
5. Report: Valhalla
6. Magazine
7. Dates/Responsibilities for 2010
8. Any Other Business

Meeting Start/Finish: 7.45 - 11.00pm

Agenda Item:	Summary of Discussion:	Actions/Accountable:
1. Minutes of Previous Meeting and matters from the AGM	Correction: Kim has not been appointed 'Socials Coordinator' (item 5).	Changed on signed copy.
	A. That the Minutes of the Committee meeting held 02 November 2009 be accepted:- <ol style="list-style-type: none"> 1. Dawn 2. Keld Carried	
	We have received a letter from the Irish Society inviting our society to attend a commemorative event early 2010. There was an interest in potentially participating in this event.	Kim Basse to follow up with Irish Society.
	We have received a 'notice of renewal of club license' (our liquor license). This is valid until 15 March 2012.	No action.
	Inger distributed draft minutes from the AGM.	Feedback comments on minutes to Inger.
	Kurt suggested to potentially co-op roles on the Committee to spread the workload and give more members an opportunity to be involved. Michael Hjorring, who stood for the Committee, has expressed an interest in such an arrangement.	Inger to invite Michael to the next Committee meeting.
2. Report: Treasurer	Roger presented a summary of the payments for September and October. No abnormal items. Nilfisk payments are still outstanding. Bank balance is around \$16,000 (end of November). MYOB is now up to date. All postings to date have been completed. Vera Taylor will continue to manage this. Budgets should now be established (by job number). This will improve our financial information.	No action.

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	<p>Copy of the Rules will be posted on the website. The Charities Commission has pre-approved the Rules.</p> <p>Roger has investigated read-only access for our ASB bank account. This can however apparently only be granted to a business. Roger will continue to investigate other options. As a registered charity we will not be charged bank fees. Cheque signaturees have now been updated (new Committee members).</p> <p>B. That Roger's report be accepted:- 1. Marion 2. Kurt Carried</p>	
<p>3. Report: Membership</p>	<p>Applications for membership received from Dorthe & Thomas Harboe Hald (and children Tobias and Anders), Mette & Kenneth Larsen (and children Caroline and Judy).</p> <p>C. That Dorthe & Thomas Harboe Hald and Mette & Kenneth Larsen to be accepted as members. 1. Kurt 2. Kim Carried</p>	<p>Kurt to confirm memberships.</p>
	<p>Based on a discussion with a member, Kurt raised whether the subscription fee should be pro-rated for the year (ie for the first financial year for new members only). It could be clearer on the membership form that the fee pertains to a full year. It was decided to retain the current practice and not introduce pro-rated payments. The Committee may apply discretion on a case-by-case basis.</p> <p>D. That Kurt's report be accepted:- 1. Keld 2. Roger Carried</p>	<p>Kurt to update the membership form.</p>
<p>4. Report: Danish House & Socials</p>	<p>The website has been updated ('back office' function). The membership list and calendar are now set up.</p> <p>We are short of six oven trays for the commercial oven. It was approved to buy new trays.</p> <p>Two of the sandwich fridges are now due for a service. The freezer has broken on the kitchen fridge. A replacement is required.</p> <p>Three parties have been held in the last couple of months. Getting rid of bottles, etc. is a recurring issue. It was suggested to get some extra recycling bins. It was approved to get 3 extra bins (@ \$67 pa each).</p> <p>The new supplier of herrings (8 cartons) and cheese can now supply. Our order lands on 14 December.</p>	<p>No action.</p> <p>Keld to buy new oven trays.</p> <p>Kim will get a quote and organise delivery of new fridge.</p> <p>Keld to organise extra bins with the Auckland City Council.</p> <p>Keld to meet with new supplier.</p>

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	<p>The Xmas Party was a success with more than 70 people attending. Keld however expressed that he feels 'burned out' from the many social events he has been involved in preparing and cooking for (in particular the 'smørrebrøds' parties). He can no longer manage this going forward and now wants to step down. He is happy to continue as Bar Manager, as required.</p>	<p>Need to identify new kitchen resources.</p>
	<p>New curtains for the library have ordered and will be delivered before Xmas.</p>	<p>Kim to organise delivery.</p>
	<p>Kim is happy to coordinate the 23 January Working Bee at the Danish House and will also organise food (BBQ, salad, etc.). Roger will assist. A range of activities are planned: gardening in the front and rear; possibly re-paint car parking positions; cleaning inside all rooms; some painting inside; kitchen needs to be cleaned.</p>	<p>Kim and Roger to distribute an email and flyer to members to promote the event.</p>
	<p>A fence has been damaged on the Mt Smart side. Mt Smart people have been informed so the fence can be fixed.</p>	<p>No action.</p>
	<p>Arrangements for the many Xmas events are well underway. We will accept non-members as has proven to be an insignificant issue lately. Dawn will coordinate the Xmas Carols function. Roger will assist. People will be asked to bring a plate of food.</p> <p>To encourage people to join, we will generally apply a \$15 price difference between members and non-members for socials.</p> <p>E. That Keld's and Kim's report be accepted:- 1. Kim 2. Marion Carried</p>	<p>Organise events.</p>
<p>5. Report: Valhalla</p>	<p>A written report was distributed prior to the meeting.</p> <p>A Valhalla Sub-Committee meeting to be held in December. Roger has provided a financial summary of costs at Valhalla. This will be used for next year's budget.</p> <p>Marion will now pass on bookings to Anthony. The current Google Calendar system will be continued.</p> <p>F. That Marion's report be accepted:- 1. Kurt 2. Keld Carried</p>	<p>Anthony to take over Valhalla booking function.</p>
<p>6. Magazine</p>	<p>Pam requested contributions to the magazine. Deadline for next magazine is 18 January.</p>	<p>Forward contributions to Pam.</p>
<p>7. Dates and Responsibilities</p>	<p>Key dates already pencilled on Google Calendar. All dates were reviewed and approved.</p>	<p>Rolf to take over administration of Google Calendar.</p>

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Agenda Item:	Summary of Discussion:	Actions/Accountable:
	<p>All roles were reviewed and allocated for 2010:-</p> <p><u>Cultural:</u></p> <ul style="list-style-type: none"> • Card Players: Oluf Basse • Danish lessons: Connie Kristensen (Inger to confirm) • Mothers' Group: Christina Bengtson • Folk Dancing: Finn Nielsen • Library/Videos: Helle Gilderdale (Inger to confirm) • Society History: Karen Andersen-Yates (Inger to confirm) • Welfare: Vibeke Courtney (Inger to confirm) <p><u>Danish House:</u></p> <ul style="list-style-type: none"> • Bookings: TBA • Maintenance: Carsten Dansted • Keys, alarm etc: Finn Nielsen • Bar: Finn Nielsen, Keld Burlon • Socials convenor: TBA • Danish House Subcommittee: Finn Nielsen, Keld Burlon, (Kim Basse), Roger Knights <p><u>Membership:</u></p> <ul style="list-style-type: none"> • Administration: Kurt Marquart <p><u>Communication:</u></p> <ul style="list-style-type: none"> • Editor: Pam Logan • Webmaster: Lena Burlon <p><u>Valhalla:</u></p> <ul style="list-style-type: none"> • Bookings: Antony Barrett • Working Bees: Erik Nissen • Convenor: Marion Stewart • Valhalla Subcommittee: • Marion Stewart, Richard Logan, Dawn Nissen, Erik Nissen, Palle Olsen, Roger Knights, Inger Mortensen <p><u>Vice President:</u></p> <ul style="list-style-type: none"> • Marion Stewart 	<p>Confirm candidates for vacant roles.</p>
8. Any Other Business	<p>Enquiry from Jack Yates on potential construction of a Viking Ship as decoration for the Danish House. Agreed to review further when details on e.g. design, cost are clearer.</p> <p>Jack Yates raised the option of organising a bus trip to Valhalla for elderly members. This would potentially mean that the society would contribute towards the cost of the bus. This would be a mid-week event. There was support for the idea.</p> <p>Committee dinner will be held 07 December at the Danish House. Everyone will bring a plate with some food.</p>	<p>Erik will follow up with Jack.</p> <p>Erik will follow up with Jack.</p> <p>Everyone to bring some food.</p>

Next meeting: Monday 08 February 2010, 7.30pm

Meeting Host: Kim