

Minutes from Committee Meeting of The Danish Society Inc

Date of Meeting: 2 November 2009

Venue: Danish House, 6 Rockridge Road, Penrose

Attending: Finn Nielsen, Marion Stewart, Roger Knights, Dawn Nissen, Kurt Marquart, Keld Burlon, Antony Barrett, Inger Mortensen

Guests: Pam Logan (Editor), Erik Nissen

Apologies: Kim Basse

Agenda:

1. Minutes of previous meeting, matters arising + Secretary's report
2. AGM Matters, remits, minutes, mailing etc
3. Treasurer's report
4. Membership (incl access to membership list on website)
5. Report from Danish Huse sub-committee (incl social activities)
6. Report from Valhalla sub-committee
7. News magazine
8. General business (incl calendar, and alerts, and youth scholarship)

Meeting Start/Finish: 7.45pm / 10.20pm

Agenda Item	Summary of Discussion/Actions:	Accountable/Due:
<p>1. Minutes of previous meeting, matters arising, secretary's report</p>	<p>The minutes of the previous meeting held 12 October 2009 were distributed prior to the meeting. There was one correction from the committee: Valhalla, no money has been paid <i>for the use of tractor for plant and equipment</i> (not mowing).</p> <p><i>Matters arising:</i></p> <p>Discussion around remit for change of "family discount – the comment. It was decided to delete the middle part of the comment as it is only an example and could actually be confusing.</p> <p>Keld hasn't put membership list on website yet because of access problems – will sort as soon as possible.</p> <p>Christmas Church service is being organised by Rita, Karen, and Kim.</p> <p>On that note, there has been a suggestion from Rita Jaegersborg to organise a church service at the March open house, as Anja will be in Auckland anyway. It was agreed that this is a great idea. Suggest 4pm as usual.</p> <p>Erik signed contract re lawn-mowing.</p>	<p>Inger to make amendment to remit</p> <p>Keld, membership list</p> <p>Inger to contact Rita with go-ahead for this</p>

	<p>A. That the minutes be of the previous meeting be accepted:</p> <ol style="list-style-type: none"> 1. Keld 2. Roger <p>Carried</p>	
<p>2. AGM</p>	<p>Roger reported that the accounts are not yet audited. They have been with the auditor for a couple of weeks now – apparently he can't read file. This seems to be because Roger's version of MYOB is too old. Has purchased update, not yet loaded. Can't get figures transferred into excel either for auditor to read. Full set of accounts available, just not audited. Must be mailed before 12th, auditor knows that.</p> <p>As we are motioning a change of the rules, a copy of rules (as amended in July) should be available for everyone at the door. A masterfile has been sent to Lena for the website.</p> <p>No other remits have been received to date, other than Roger's re rule changes and membership discount.</p> <p>Our membership list must be all up to date, receipts at door etc for those who choose to pay on the day.</p> <p>About half have paid membership so far, which is very good for this time of year.</p> <p>Roger still doing own and Vera's work as Vera is currently not available for family reasons.</p> <p>Notice of AGM to go out with: Agenda incl remits and nominations Minutes of last AGM (Rolf) Minutes of SGM Accounts Reports, in no particular order: Valhalla Occupancy Valhalla working bees Socials Wednesday morning group President Cards Welfare Membership Danish House Occupancy Treasurer's Danish lessons Secretary's Folk dancing</p>	<p>Marion to organise copies of rules for AGM</p> <p>Inger to get all items together for Richard for printing / copying</p> <p>Finn to contact various groups re reports</p> <p><i>Those responsible for reports to get these to Inger asap, please</i></p>

	<p>Film evenings Editor's Danish mothers' group</p> <p>We prefer all reports to go out so they can be taken as read rather than presented on the day. Richard Logan will be able to organise copying/printing.</p> <p>Roger gave a brief confidential commentary on the accounts as they look at the moment. As they have not yet been audited, certain areas may end up looking quite different.</p> <p>Marion asked whether it is possible to get a breakdown of expenses spent at Valhalla. Roger can do that.</p> <p>Keld asked if it is possible to get a record of people attending functions. Roger thinks it can be organised probably as a spreadsheet with break-up of paying and non-paying functions etc.</p> <p>We need 250 large prestamped envelopes. North Shore people to pack envelopes. North Shore to pack envelopes.</p>	<p>Roger, breakdown of Valhalla expenses</p> <p>Kurt to purchase envelopes Antony, Kurt, Kim, Roger, Marion, Inger packing envelopes</p>
3. Treasurer's report	Very busy getting everything organised for AGM. Nothing further to report.	
4. Membership	No new members since last meeting. Membership report which will also be report for AGM was distributed to the meeting.	Kurt, can Inger have a digital copy of this for AGM reports, please?
5. Danish House	<p>Keld reported that the Hunting Party was a good party, however, turn-out was disappointing.</p> <p>The Over 60's went well. A question arose over guests: How much should they pay? As we are trying to make it a greater advantage to be a member, it was decided that they should pay considerably more than members, for instance \$25 compared to \$15.</p> <p>Parties in general, we need 80-90 people to make it profitable. Food prices are going up majorly. We now have a Socials Coordinator, Kim Basse (with Dorte Soelmark as assistant), to ring around getting people to help out and go to parties etc. This frees Keld up to concentrate on food</p>	

preparation.

Julebazaar at November Open House made over \$1000 which goes towards children's activities. Vibeke has indicated that she would like to pass on the organising of this event. Kirsten Jensen is keen to take over (will obviously need plenty of helpers).

Keld reported that the oven broke down. He thinks the Zanussi is "a lemon", no more parts are available.

Danish House Working Bee required. Must be on a weekend. Karen has suggested one for 10year anniversary. Roger noted that there's a lot to do all over the house, cleaning, painting, windows etc. It was decided to look at doing this on 23 January, full day, teams etc.

Curtains, Kim has a quote which Keld forgot to bring in - will discuss later.

Sild: New supplier, new batch coming. Jars and buckets to come. Also cheese and sild available from shop in Albany (advertising to come in magazine).

Eftpos: Six month trial would be good - can be up and running for AGM. Roger: does it use up a dedicated phone line? Probably yes, and we only have one, but it shouldn't be too much of a problem (phone not often used). \$30 per month for trial. Keld will try and find out if we can put that towards buying it? Will be possible to use for all the times the hall is being used, hired etc. Younger members do not carry cash or cheque books. Trial is a good idea. Roger suggested we consider leasing rather than purchasing.

Membership cards: 300 members: \$450 for plastic card with name, title and expiry date (can be used as clip-card). One colour, but other artwork poss. It works out to \$1.50 each, every year a new one. Kurt: What happens when people don't all pay at once? We did away with membership cards, because we thought we don't really need them. Do we need them? Decision to be made at a later stage.

There was a discussion regarding payment of entertainers, helpers etc and making sure there's enough money for this, in the till or otherwise. Keld and everyone to contact Roger, preferably via email, to let him know when they need a cash-advance for parties or other expenses.

B. That the Danish House sub-committee report be accepted:

1. Finn
2. Inger

6. Valhalla	<p>No general report this month, but one for the AGM distributed prior to this meeting.</p> <p>There was a discussion regarding renting single rooms over weekends and long weekends. Also a member had disputed the non-refund of a deposit. The committee decided on the following guidelines:</p> <p>Guideline: the Committee has agreed that the long weekends (four a year) should be whole house only. On normal weekends it is possible to rent just single rooms as usual.</p> <p>Guideline: If you cancel your booking more than one month before the time of the rent, you get your deposit back, but within a month you don't (unless someone is on the waiting list). A month is reasonable but there can be some discretion, for instance in cases of illness, hospitalizations etc.</p> <p>We are pushing for people to help at working bees. This will also be in the newsletter. Other clubs, like ski-clubs etc, have rosters.</p> <p>ARC wanted to book Valhalla for one night, but Marion hasn't heard back, will however support if they do want to go ahead with it (normal rate).</p> <p>Ask LLA regarding alcohol at organised functions such as weddings. We might be able to put a paragraph in the Valhalla hire-agreement to cover ourselves.</p> <p>C. That the Valhalla report be accepted:</p> <ol style="list-style-type: none"> 1. Keld 2. Antony <p>Carried</p>	Keld to ask LLA
7. News magazine	<p>Magazine going out very soon – was waiting on some advertising material to go out as inserts.</p> <p>Christmas carols on 18 December to be advertised as bring a plate etc, Finn will be there.</p>	Finn, Christmas Carols
8. General business	<p>Roger reported that we have received a cheque for \$500 from Scandi Gathering (reimbursement for seed) - \$300 should go back to Hamilton Danish Society, as they paid us that amount at the beginning to go towards seed money. Everyone is happy with that.</p>	

	<p>Keld asked what would it cost to hire just kitchen midweek during the day? Normal rate is \$75 for half a day (because we can't hire out the rest of the hall). This is for making Danish sandwiches for outside functions. It was decided to make it \$50.</p> <p>Sandwich refridgerators are dying (that's why they're so noisy). Might be able to get some Carlsberg ones! Ten years old, so have done well.</p> <p>Re positions up for election at AGM, no nominations, we need three committee members (all three are available to be re-elected). Nominations can be taken on the day.</p> <p>Who should chair the meeting? Might not be able to ask Greg Taylor who may not be available for family reasons. Maybe have Bjarne as back-up.</p> <p>Finn announced that he is NOT standing for president, will accept election to committee (Marion consequently nominated, Inger seconded).</p> <p>We need to think about who to nominate for president? Must have spent at least six months on committee.</p> <p>Dinner for old and new committee members: Weeknight, early December, Roger suggesting BBQ, everybody brings salads / desserts.</p>	<p><i>Everyone consider nominations for president</i></p>
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Next meeting: 30 November 2009
Meeting Host: Kim