**BRaid – Minutes 21st February, 2014 at 1pm**

**Lincoln Whio Room, ECAN Office, 24 Edward St, Lincoln**



In Attendance   
Edith Smith, Peter Smith, Nick Ledgard, Mimouk Hannan, Jan Walker, Eleanor Bissell, Colleen Philip, Jane Demeter

Apologies:   
Val Clemens, Jack van Hal, Helen Chambers, Jane Myhill, Mark Sanders, Rob Gerrard   
Moved: that apologies be accepted Nick/Eleanor Carried

Minutes:  
Moved: that the minutes of Nov 1 2013 are a true and acute record Nick/Edith Carried

Matters arising

Braid Training Course: Mimouk to confirm carry-over of funding with ECan.   
Jane to look at possible 2014 dates.

TAG: now lead by Ollie Gannsel out of Hamilton DoC. Per Jack the DoC Freshwater group would cover braided river activities. Nick provided input to draft report as circulated last year.  
Jane to check in with Ollie Gansell in Hamilton   
  
Upper Waimakariari River-bird Survey 2013: Cancelled due to high river flows.

DoC CMS: awaiting outcome of submission process.

BRaid Management Committee: All those whose names had been put forward accepted the role.

Secretary position: Val has officially resigned from the Secretary role. Many thanks to Val for her energy, enthusiasm and considerable work for BRraid. Discussion deferred to Update on Manager

Noted that BRaid mailbox is via F&B Ashburton: P.O.Box 460, Ashburton.

Department of Internal Affairs: re rule changes. Edith has sent in a copy of rule changes last year to Charities Commission.  
Jane is to check that new rules are on hand since sending in to Charities Commission last year.

Braided River Wines: Jane emailed Amanda for a visit but currently a busy time so will follow up later.

Project River Recovery media releases and resource kit: Jane has gathered on–line educational materials and checked with Chris Woolmore for anything else that might be available. Jane is to gather past media releases where relevant to BRaid.

Draft NZ Braided Rivers and Ecosystems Strategy: comment was sought and submitted by Nick in November last year. Per Jack and Andy it should be released soon.  
  
Registering with Charities Commission: now completed thanks to Edith and Peter. Now means BRaid is exempt from paying income tax because we are a charity. BRaid is now able to offer tax deduction for donations.  
Jane to add foot note to BRaid letterhead. Text is to be supplied by Peter alerting that BRaid is a registered charity.

NZ Conservation Alliance update: This new group grew out of Dunedin Yellow Eyed Penguin Trust Conference and is currently led by Julian Fitter of Bay of Plenty.  
Jane: check in with Julian as to how this group compliments and does not duplicate the efforts of ECO.

BRaid cards: If reprint is run we need to add web and email details.   
Jane: check with Rob G for more printed flyers.

Correspondence

Inwards: Manager funding – letters from TCCT and Isaac Conservation and Wildlife Trust.  
ECan acknowledgment re submission on re Ngai Tahu Balmoral consent application (Jan 14)

ECan. Contract/letter re Upper Waimak survey and funding

ECan Reply to our letter of Nov 30 letter re reviewing existing resource consents with a view to bring in-line with new flow regimes for the Hurunui/Waiau plan  
Jane alerted BRaid that she is a panelist as a Hurunui community member on an upcoming Forrest &Bird discussion panel. The group granted her permission to represent BRaid and raise the BRaid profile where appropriate.

Outwards: ECan Letter to Commissioners relative to Hurunui/Waiau plan resource consent review (Nov 30)

Financial statement   
Nov to Jan – see tabled statement from Edith.

Training course and river-bird survey funds carryover. Get breakdown from Peter. Plus GST refund   
Jane to initiate application for funding of Braid Training course and set a date. For training. Per Mimouk, BRaid does not need to apply for riverbird survey funding as it has been rolled forward to this financial year

Jane to purchase a web domain name.(tax invoice needed unless under $50)  
  
Update on Manager Position

Now have funding in the amount of $20,800 thanks to grants and donations from the World Wildlife Fund, The Canterbury Community Trust and Isaac Conservation and Wildlife Trust.

Contract Discussion: Jane removed herself from the room for this discussion then returned when requested.

Discussion on Secretary role and assistance with minutes for meetings. Consideration of options going forward. Discussion as to should this role be transferred to a minutes secretary? Preference voiced for Jane to stay on as secretary. Minute keeping is associated with the Manager role but not currently a reimbursed activity. Jane to keep hours for minutes separate record.   
Moved: that Jane be appointed Secretary Nick/ Mimouk Carried.

Manager Report (3 monthly) received and reviewed.  
Clarification of funded activities for Manager: Riverbird monitoring trips: reimbursement for travel costs; on-river time is voluntary; write-up reimbursed.  
Nick to check re adding monitoring to schedule A of Manager Contract.   
Jane Develop a budget of hours needed for activities for the year. Manager’s three monthly report to show running total of budgeted hours remaining. Manager report to also show activities tied to deliverables.   
  
Jane: Start tracking volunteers hours – seek member input prior to meetings by email and at every meeting.  
Track chargeable time/non-chargeable time as this is valuable for funding applications.

Membership   
Currently 14 paid members and 6 representative members. Thanks to those who have paid their subscription and a friendly reminder to those who are yet to do so. Non paying members get Newsletters regarding what is happening on the rivers with a note requesting recipients become a paying member or give a donation. Nick to write a newsletter.

Promotion

Taxidermied animals have arrived for educational use.   
Moved: “Cat and ferret also be taxidermied”. Colleen/Jan Carried

BRaid web page: thanks to Dale McEntee for creating and updating a Braid site. Nick to email Dale : [dale\_mcentee@hotmail.com](mailto:dale_mcentee@hotmail.com). Mimouk has permissions to update Dale’s website.  
Jane to report back as to Braid web page needs and potential of Dales website.   
Moved: “that BRaid purchase a domain name” Nick/Edith  
Jane to check with John Dowding’s son re website needs/possibilities.

Braided river seminar (May 28)

Discussion around need for a sub-committee: Eleanor and Nick agreed to be on sub-committee.

General business

Zone Committee Braid presentations have been delivered by Nick. (OOP’s one was on Nov 11) It has been suggested per Barbara Nicolas of ECan that Christchurch West Melton and Bank Peninsula Zone Committees do not want/need presentations  
Jane to check and write letter re presentation to members of Christchurch West Melton Zone Committee. Agreed that Banks Peninsula Zone Committee has little need for a presentation.

Shingle extraction and bird habitat creation: Shaun McCracken of ECan presented to AARG last week. He has funding to look at shingle extraction activities possibly creating more bird habitat. Jane to check in with Mark Sanders and John Dowding with a view to them together deciding on the preferred course of action and report back to BRaid as soon as practicable (John is on Chathams)

Immediate Steps Funding meeting, Cheviot, Jan 31 Nick and Jane attended and gave input to an ECan led Hurunui, Kaikoura and Waimakariri stakeholder review of the Immediate Steps process and on the ground activities. Discussion around possibilities for BRaid applying for Immediate steps funding: for signage and pamphlets, for contractor funding for pest control with our monitoring time as the 1/3 contribution needed. Would need to be supported by a report with success rate and should include Manager’s programme management hours and associated costs. Decided to hold over this item for discussion at the next Braid meeting.

Conway river black-billed gull colony: Nick shared a summary and possibilities as an example of what BRaid can do. Observed 1300 nests 350 fledged. Fledge rate 25%. Nick to send out his Conway River monitoring notes.

Ashley Rakahuri Integrated Catchment Plan per Waimakariri Zone Committee: Nick and ARRG to seek out.

Research paper by Cruz et al. on Tasman River and Landscape level numerical response of predator to prey. Jane to put on website – send out to members via google group   
Check that memberships of both groups are aligned.

Rachel Vaughan of Kaikoura District Council is keen to have bird surveys assistance from BRaid

Andy Grant survey documents (DoC): very large files. Jane to review possibility of where BRaid might assist with surveys. Andy would like location and numbers of colonies. He is not recording outcomes. Write up needed for Ashburton black billed colony breeding season. Hold over discussion for next meeting.

Rivercare Group: Dianne John of Blenheim has requested assistance with the setting up of a rivercare group. Mid-year would be a good time.

Biodiversity Stories Competition Hurunui District Council is running a Biodiversity Stories Competition for youngsters. Open until September

Christchurch perimeter walkway: (Also known as Muerky walks) Possibilities for Braid involvement re Waimakariri River section.

**Tasks for follow-up:**  
Confirm carry over Funding with ECan Jane/Mimouk  
Jane to check in with Ollie Gansell in Hamilton re TAG activities and report status  
Jane Check that new rules are on hand since sending in to Charities Commission last year.  
Jane to gather past Project River Recovery media releases where relevant to Braid.  
Jane: check in with Julian as to how this group compliments and does not duplicate the efforts of ECO.  
Jane: check with Rob G for making up more printed BRaid cards.  
Jane: check Hurunui News article from last meeting. Was it on Zone Committee, BRaid training or riverbird nesting?  
Training course/survey funds carryover. Get breakdown from Peter. Plus GST refund.  
Jane to purchase a web domain name.(tax invoice needed unless under $50)  
Jane to keep hours for minutes separate record.  
Jane Develop a budget of hours needed for activities for the year. Three monthly report to show running total of budgeted hours remaining. Manager report to also show activities tied to deliverables.   
Jane: Start tracking volunteers hours – seek member input prior to by email and at every meeting.  
Nick to write a newsletter.  
Nick to email note of thanks to Dale : dale\_mcentee@hotmail.com.  
Jane to check in with Mark Sanders and John Dowding with a view to them together deciding on the preferred course of action re river engineering possibilities and report back to BRaid as soon as practicable (John is on Chathams)  
Nick to send out his Conway River monitoring notes.  
Ashley Rakahuri Integrated Catchment plan per Waimakariri Zone Committee. Nick and ARRG to monitor.  
Jane to check in with Ollie Gansell in Hamilton  
Jane to initiate application for funding of Braid Training course and set a date. For training.

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Jane is to gather past media releases where relevant to BRaid

Jane: Add foot note to BRaid letterhead. Text is to be supplied by Peter alerting that BRaid is a registered charity.

Jane: check Hurunui News article from last meeting. Was it on Zone Committee, BRaid training or riverbird nesting?

Financials.Nov to Jan – see tabled statement from Edith. Training course/survey funds carryover. Get breakdown from Peter Plus GST refund

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Jane: Start tracking volunteer’s hours – seek member input prior to meetings by email and at every meeting. Track chargeable time/non-chargeable time as this is valuable for funding applications.

Jane to report back as to BRaid web page needs and potential of Dale’s website.

Jane to check and write letter re presentation to members of Christchurch West Melton Zone Committee.

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