**UCOL Meeting Thursday 9th January 2020, 7.30pm**

Centre for Sustainability seminar room, 563 Castle St.

**Chair**: Sara                                                                   **Note-taker**: Frances

**Apologies**: James, Jessica, Anna, Anthony, Anne, Rainer, Marianne, Maria, Juan, Donald, Miriam, Susan, Dennis

**Present:** Frances, Sara, Sander, Karen, Min, Warren, Liz, Pauline, Gay, Sue T, Catherine, Rosemarie, Maurice, Claire

We began with a quick round of what we were up to during the break.

**Round of Appreciations**

Maurice for his hard work at Catherine’s; Rosemarie for the cladding going on the High Street Block, Maria, Rainer and Tim for taking people round on the site visits

**Minute 1**

**That we ask Zeal Steel to top coat the fence in Heritage Green.**

**All G**

 **Minute 2**

**That we thank the Heritage Fence Group for their work in contacting the RSA as a possible Trust to apply for funding on our behalf for the Heritage Fence from the Lotteries Board, Otago Community Trust and any others.**

**The UCOL Heritage Group ask for assistance to scope both possible fundraising events UCOL could do easily and efficiently, and also the development of community involvement with immediate neighbours, community groups and past pupils. These are two different goals to assist these applications. Warren has volunteered to bring further information to the next meeting.**

**13G 3B**

**Minute 3**

**That we ask Sander to continue the booking of the Centre for Sustainability seminar room for this year for the 2nd and 4th Thursdays and will review frequency at the end of February.**

**14G 1B**

**Minute 4**

**That we confirm that Sue will take responsibility for ensuring that the minute books are brought to each UCOL meeting.**

**All G**

**Minute 5**

**That we accept Claire’s offer to take the BC document, condense where possible and turn it into plain English.**

**All G**

**Agenda Items:**

1. **PCG Site Report/ Updates**

No update. Next meeting is on Tuesday, 21 January.

1. **BCG Report/ Updates**

Nothing to report

1. **Heritage Fence Funding (Rosemarie)**

Rosemarie has just received the following

Information from Zealsteel 9 January 2020 giving timing for the heritage fence scoping project:

Wednesday 15th January 2020, remove the fence sections and transport to our workshop for repairs/refurbishment, which will take approximately two weeks and then onto our painter for blasting and painting as per specifications detailed. Dependent on the work load of our painter, we anticipate that we will commence the reinstall from 28th February 2020. This will take approximately three days.

Catherine said it would be the Directors who would sign the contract.

There was a strong desire to have Heritage Green as the colour.

**Minute**

That we ask Zeal Steel to top coat the fence in Heritage Green.

All G

We might have found a Trust which will work for us, ie the RSA.

 They did it for the Green Island Community for their War Memorial but Rosemarie still has to talk to the right person. This would mean we could apply for funding from various Boards (Lotteries, Otago Community Trust)

Fund raising: if we are applying for public money, DCC Heritage suggests we should be doing some fund-raising. Suggestions were that we take part in Neighbours’ Day, run a garage sale, sell tickets to the project (an open home experience), stock-take at The Warehouse, work at the Stadium for their concerts, dress up and go to the Community, sell sections of fence as they did with poles for Orokonui Ecosanctuary. Whatever we do, it would be good for it to be visible to raise our profile in the community. Rosemarie thinks we need a group to take these suggestions and plan on a number of fronts.

Min thinks our $25,000 (corrected to $20,000) is a major contribution and the fundraising is more for our profile in the Community. Catherine thinks seeking Community links and engaging with past pupils of the school is important.

Gay wondered if we had enough people here to form a group. Catherine suggested the group needs to explore ideas and prioritise a list of things and also be clear about the timing of grants. Claire asked when this fund raising would be best to be done. Sue suggested we wait till the next meeting to form a group to have more people available. Warren is interested in being part of the group but feels we need to gauge community support and also find out from the grant boards if they value fundraising. This information could be on the websites but informal conversations can be helpful.

Warren will confer with Rosemarie about the approaches to the funding boards.

**Minute**

That we thank the Heritage Fence Group for their work in contacting the RSA as a possible Trust to apply for funding on our behalf for the Heritage Fence from the Lotteries Board, Otago Community Trust and any others.

The UCOL Heritage Group ask for assistance to scope both possible fundraising events UCOL could do easily and efficiently, and also the development of community involvement with immediate neighbours, community groups and past pupils. These are two different goals to assist these applications. Warren has volunteered to bring further information to the next meeting.

13G 3B

Rosemarie would like others to take the lead on the scoping group as she did not see herself as spearheading that group.

1. **Changing from synthetic to wool carpet (Frances)**

Deferred till next meeting.

1. **Meeting frequency for booking seminar room in 2020 (Sander)**

Most would like to continue with 2 weekly meetings for January and February and reassess after that. We would like to hear Rainer’s reasoning for returning to weekly meetings. Sub groups are also becoming more important.

**Minute**

That we ask Sander to continue the booking of the Centre for Sustainability seminar room for this year for the 2nd and 4th Thursdays and will review frequency at the end of February.

14G 1B

1. **Google docs update (Sara)**

Fridges and freezers: there are 11 people who have not answered yet. There is a column for no requirement.

Sander asked about refrigerator sizes – there are two sizes 635 and 670.

There was a request for a column indicating the need for the storage of bikes and other equipment.

**Open forum**

1. **Minute Books**

Minute

That we confirm Sue will take responsibility for ensuring that the minute books are brought to each UCOL meeting.

All G

1. **Body Corps Rules**

**Minute**

That we accept Claire’s offer to take the BC document, condense where possible and turn it into plain English.

All G

After that the small group will get together (on the 25January) to look at Claire’s edits. If anyone wants to be part of this group, please email Min.

The meeting finished at 9.30