

**WSP COMMITTEE Meeting Agenda & Minutes Wednesday,16/11/22 at 6pm.**

<b>Item</b>	<b>Notes</b>
<b>Present</b>	<b>Tess, Teresa, Sarah L, Georgia, Bronwyn, Rogert, Yasmin</b>
<b>Apologies</b>	None
<b>Conflicts of interest</b>	<b>None</b>
<b>Minutes from previous Hui</b>	<u>Accepted by:</u> Tess <u>Seconded by:</u> Teresa
<b>Matters arising</b>	None
<b>Financial reports (sent by email)</b>	<u>Accepted by:</u> Tess <u>Seconded by:</u> Yasmin
<b>Matters arising</b>	None
<b>Manager's Report (sent by email)</b>	<u>Accepted by:</u> Teresa <u>Seconded by:</u> Tess
<b>Matters arising</b>	Committee to write letters to congratulate diploma students, those who have worked to fix the wood kiln and to thank people who dismantled the large cabinets.
<b>Diploma Report</b>	One student still needs to complete her assessment as she missed the assessment day due to a family emergency. An alternative assessment has been provided with Yasmin and Alex in house, and Rob by video link.
<b>Remit</b>	Teresa requested and all agreed that we invite people to attend the special meeting virtually. Tuesday 13 December - notification sent out on 22 November
<b>Council hui re: building</b>	Yasmin, Tess and Sarah attended a meeting with a property company, organised by Hamilton City Council to discuss what our needs would be if they were to create a purpose built shared building. Other groups present were Waikato Society of Arts, Men's Shed and Art Makers. We all provided information based on our group's needs for facilities which were "in an ideal world". There is no budget for this hypothetical space at present; it is more a scoping exercise.
<b>Risk Register</b>	None
<b>A.O.B.</b>	Planning day 2023 - January 2023, date to be confirmed. Tess to send possible dates out as the previous dates don't suit all. Clay Festival: Yasmin has not shared a proposal yet due to computer problems. Yasmin to email all the information to Teresa who will create a Googledocs document with access for all.