



**MINUTES OF COMMITTEE MEETING FOR
RAISE THE BAR HOSPITALITY UNION INCORPORATED (“RBHU”)
Monday/Rāhina 4th July 2022, 7:15PM.**

VENUE: Online via Zoom

Attending: Chloe Ann-King, Toby Cooper, Anne-Lise Mornard Stott, Bhupendra Bhattarai, Anna Krykunivsky.

Absent: Alicia Lloyd-Jones.

Meeting commenced at 7:31PM.

1. Welcome

2. Apologies: Alicia Lloyd-Jones.

3. Review of Previous Minutes and Urgent Next Steps

The Committee reviewed the draft minutes of the previous Committee Meeting and discussed the urgent next steps.

***Motion:** The Committee approves the Minutes of the previous Committee Meeting.*

***All in favour:** 5*

***All opposed:** 0*

Motion Passed

4. Leader’s Update

Chloe updated the Committee on membership growth over the previous month, which was 16 new Members. Chloe signalled that there are around 203 total RBHU Members to date.

Chloe informed the Committee that RBHU has been selected to receive a grant of [information omitted from Minutes due to commercial confidentiality obligations] from the Ministry of Business, Innovation and Employment, as part of the Temporary Migrant Worker Exploitation - Stakeholder Initiatives Pilot.

Chloe moved on to the media and communications work for June, saying that she had participated in two media interviews on the hospitality industry. One interview was with Radio New Zealand. The other interview was with Inside Tourism NZ.



Chloe then updated the Committee on our legal advocacy mahi. Chloe informed the Committee that RBHU had picked up four new Personal Grievance matters over the past month. Chloe signalled that she was in the process of drafting Personal Grievance letters for these four matters.

5. Treasurer's Update

Bhupendra gave a brief update on the financial position of RBHU, based on the information on hand at the time.

6. Travel Expenses

The Committee considered two motions. Toby explained that the purpose behind these motions is to enable RBHU to carry out core activities, while ensuring that its Committee Members and legal representatives do not suffer financially through their contributions. Reasonable financial expenses incurred in the performance of their duties should be reimbursed or paid up front where appropriate.

Motion: *The Committee agrees that RBHU will meet reasonable travel expenses as necessary for legal representatives to represent RBHU Members on employment law matters, where the individual RBHU Member(s) and relevant other parties are unable to meet these expenses.*

All in favour: 5

All opposed: 0

Motion Passed

Motion: *The Committee agrees that RBHU will meet reasonable travel expenses as necessary for Committee Members to attend the RBHU Annual General Meeting and appropriate meetings or events throughout the year.*

All in favour: 5

All opposed: 0

Motion Passed

7. Planning for 2022 Annual General Meeting

The Committee discussed potential dates for the postponed Annual General Meeting. Chloe suggested holding the Annual General Meeting on a Tuesday evening at Grand Central bar in Ponsonby, Auckland. Chloe signalled the possibility of a complimentary bar tab at this particular venue. Toby suggested that an amount of up to \$100 could be used to promote the event. Bhupendra agreed with this approach.



The Committee settled on a date and time of Tuesday 26 July 2022 from 6:00PM, with Grand Central bar as the venue.

8. MBIE Temporary Migrant Worker Exploitation - Stakeholder Initiatives Pilot

The Committee acknowledged a substantial funding grant received recently from the Ministry of Business, Innovation and Employment. The Committee noted the extensive reporting obligations associated with these funds. As one option for the use of some of the funds, Toby expressed that it could be appropriate to create a fixed-term communications role within RBHU. With the work involved, the Committee considered that it would be appropriate to set up a sub-committee so that decisions could be made more efficiently, and without any potential conflicts of interest if any Committee Members opted to apply for any roles which are created.

With elections at the Annual General Meeting later in July, Toby suggested that the Committee should wait until after the Annual General Meeting before determining the members of any sub-committee. Committee Members did not object to this suggestion.

Motion: The Committee agrees to establish a sub-committee for RBHU decision-making in relation to the Temporary Migrant Worker Exploitation stakeholder initiatives pilot.

All in favour: 5

All opposed: 0

Motion Passed

9. Honorarium for Volunteer Work

Chloe noted that RBHU now has around \$8,000 in its bank account. In discussing how this money should be spent, Chloe proposed that Toby should receive a one-off payment of \$2,000 because of his many hours of unpaid mahi for RBHU from 2019 through to 2022. Chloe opened up the floor for discussion. Committee Members did not object to this proposal.

Motion: The Committee agrees to recognise the voluntary contributions of Toby Cooper to RBHU by way of a one-off ex gratia payment of \$2,000.

All in favour: 4

All opposed: 0

Abstentions: 1 (Toby Cooper)

Motion Passed

10. General Business



No general business was raised.

11. Adjournment

Meeting adjourned at 8:41PM.



URGENT NEXT STEPS

Goal	Next Steps	Time frame for Next Steps
Run the 2022 Annual General Meeting.	Chloe to chair the Annual General Meeting.	At Annual General Meeting on 26 July 2022.
Prepare annual report for Annual General Meeting.	Chloe to lead this work. Other Committee Members to provide assistance.	At Annual General Meeting on 26 July 2022.
Prepare financial report for Annual General Meeting.	Bhupendra to lead this work. Other Committee Members to provide assistance.	At Annual General Meeting on 26 July 2022.
Lobby the Government on issues affecting hospitality workers.	Chloe to file a submission on the Employment Relations (Extended Time for Personal Grievance for Sexual Harassment) Amendment Bill.	By 15 July 2022.
Manage financial and reporting obligations as an incorporated society and union.	Following AGM, Bhupendra and Toby to submit Annual Financial Statement to the Companies Office.	By 31 July 2022.
Manage financial and reporting obligations as an incorporated society and union.	Bhupendra to ensure appropriate reimbursements are made for RBHU expenses incurred by Committee Members, including reimbursing Toby for incorporation application fee.	Once funds are available to make reimbursements.

OTHER NEXT STEPS

Provide direction to the RBHU Media Team, using the strategic priorities.	Toby to shape the feedback from the Committee into a draft set of guidelines and provide this to the Committee for review.	When possible.
Run an RBHU Quiz event.	Committee to restart a discussion for this event in August 2022.	When possible.
Provide strategic direction to the RBHU Legal Team, using the strategic priorities.	Toby to engage with the Office of the Privacy Commissioner on the details which should be withheld or provided to the RBHU Committee in terms of individual legal disputes.	When possible.



Manage financial and reporting obligations as an incorporated society and union.	Bhupendra to look into tax, IRD, and GST obligations of unions. Bhupendra and Toby to look into recordkeeping obligations for koha, donations, and grants. Toby to look into new obligations under the Incorporated Societies Act 2022.	When possible.
Manage financial and reporting obligations as an incorporated society and union.	Chloe to take initial steps to organise training/support from Little Black Books NZ or Admin Angels.	When possible.
Establish a wellness fund for Committee Members and RBHU volunteers.	Chloe to provide a cost estimate and details of services which will be available.	When possible.
Obtain a union membership platform.	Toby to obtain an estimate of costs on the “no-frills” platform from the Stratum providers.	When possible.
Undertake Constitution Review.	Toby to continue work for this.	When possible.
Undertake Personnel Review.	Toby to continue work for this.	When possible.
Assist with the Community Law Alcohol Harm Reduction Project.	Toby and Chloe to restart dialogue with Community Law Wellington and Hutt Valley.	Once RBHU has established a union membership platform.
Provide advocacy services to hospitality workers.	Legal team to provide advocacy services. Chloe to provide an update on this at each Committee Meeting, including decisions by Members to engage in picketing.	Ongoing.
Be a voice for hospitality workers in news media, social media, and the wider community.	Chloe to continue leading work in this area and providing updates at each Committee Meeting. Anne-Lise to help with social media work.	Ongoing.
Run employment law advocacy training.	Toby and/or Chloe to continue to run introductory sessions of employment law advocacy training.	Ongoing.
Pursue fundraising applications.	Chloe to continue looking into options and present these to the Committee.	Ongoing.
Run income support training.	Chloe to promote income support training on RBHU social media.	Ongoing.
Increase engagement, awareness, and membership.	Committee Members to continue work in this area.	Ongoing.