

Manuel Jose Whanau

Minutes for the Executive Meeting Minutes 12 November 2023. Meeting opened at 11:00 am.

Venue: Zoom Session:
Chair: James Barnes
Scribe: Maria Viseur (stand-in)
Karakia: Bianca Fallon

1. **Attendance:**

James Barnes, Maria and John Viseur, Jolene Proffit, Bianca Fallon and son

2. **Apologies:**

Helen Tane, Hinerangi Te Maipi, and Thomas Rangihuna, George Fox, Doris Sadlier-Horomia
Moved: Maria Seconded: Jolene Approved

3. **Minutes of Meeting 16 September 2023.**

Not Available for this hui

4. **Matters Arising from previous meeting**

This will be discussed in General business

5. **Correspondence:**

Outward: Nil
Inward: Nil

6. **New Members**

Nil

7. **Financial report:**

Financial report as at N/A to this hui

8. **Events:**

Nil

9. **General Business:**

- Confirmation of Secretary / Treasurer /Signatory appointments of Committee Members
Secretary: Mihi Ashwood
Treasurer role: Jolene Proffit
Signatory: Maria Viseur

Media and Communication Issues

- Proposing new rules for Social Media platforms for Manuel Jose whanau opening regional pages - some issues arose with unsafe contacts causing havoc (stealing identities of a members from a non-Manuel Jose who had been approved to be a member of a group from a recently established regional Facebook page).
- Requirement to develop new standard protocols for Manuel Jose social media - Regional. These are to copied and pasted on all page once developed
- Aware to not cause unnecessary barriers – want to still encourage regional development.
- Template to be developed by Bianca
- Requirement of all member’s email addresses including the current Regional Reps of whom currently lack email addresses
- Discussed and implementing of new Job Descriptions for Committee Roles
- James to korero with regions about regional events

- Discussion how to involve younger groups participation

Establishing Regional Jose Branches and Bank Accounts

- MANUEL JOSE BANK ACCOUNTS being set up by any whanau members – Require prior approval by the Manuel Jose committee due to any possible financial disrepute. Recognise that one bank account was set up in Queensland and state that this one is okay.
- Require a list of Tikanga pertaining to new Manuel Jose Bank Accounts for committee approval.
- Dispute – guideline for Bank purposes.
- Committee Approval of Regional Reps - Wellington, Manawatu and Hawkes Bay recently approved with other long-standing reps for New Zealand.
- To build on Manuel Jose regional hui and invite regional reps to committee meetings.
- To get the secretary to send official emails and appointment spaces.
- Require list of emails for regional reps for this.
- Make a template for filling out contact information.
- Would like to create a Manuel Jose Whanau Newsletter - 6 months update to send out for those not on Facebook. Zoom call and Admin James and Bianca.
- Template for email – Bianca and Secretary to send out.
- Support others with running regional event - Maria and John.

Accessing Whakapapa

- Low uptake for uploading new data/whakapapa.
- Concerns that the whakapapa website is not user friendly.
- Unsure why whanau are not registering their whakapapa.
- Young people appear to go to other online media platforms.
- All Manuel Jose Facebook new members will be alerted to Manuel Jose Whakapapa website making and “Inter-connect” between pages for better exposure of the whakapapa page to update.
- Thinking of ways to build on Manuel Jose like YouTube – whanau video of events, Kaumatua stories, website choices.
- Looking for members with computer skills and how they can support maintaining and or building Manuel Jose websites.
- Discussion Tainui website being user friendly about adding children without parent. (Note: This website appears to be a tribal register – not a whakapapa site).
- All regional members to be invited to executive committee meetings
- Issues regarding the Jose flag will need to be resolved.

10. Next Meeting: Date and Time: To be further advised

11. Meeting closed at 1:00 pm with Karakia by Bianca Fallon