

Minutes of the Pacific Advisory Group meeting, 11 January 2012.

Time & Venue	6.00 to 8.00 pm, Community Meeting Room, Central Library, Victoria Street
Present	PAG Anthony Leaupepe (Acting Chair), Siofilisi Taifo'ou, Sainimili Pouvalu, Dan Kauraka, Violet Ekenasio, Malakai Jiko, Martha Samasoni, Fetu ole Moana Tamapeau, Tina McNicholas Council Officers - Janette Wallace Gedge, Leanne Parsons, Rebecca Hardie Councillors - Paul Eagle
Apologies	Mailigi Hetutu, Maria Solouota, Cllr Leonie Gill, Cllr Ian McKinnon

Welcome	Anthony Leaupepe
Opening Prayer	Malakai Jiko
Agenda Items Positively Pasifika Festival Report from Events Team	<p>Presentation from Leanne Parsons, Pasifika Festival Event Co-ordinator and Rebecca Hardie, WCC Events Manager. Everyone who applied for a stall has been accepted: Corporate stalls are full, Craft stalls are still available, Food Stalls still available until food Health and Safety meeting 12 January at 5.30pm, anyone who wants to have a food stall must attend that meeting.</p> <p>14 groups performing, everyone who applied to perform has a slot. Draft programme passed around. Events team requested that one person comes back to Leanne with feedback.</p> <p>Run sheet for the day to be sent to PAG members.</p> <p>Discussion on formalities: PAG members agreed Programme</p> <p>Leanne to send list of VIPs who have not yet confirmed. PAG members to chase for confirmations</p> <p>Wet weather procedure will be sent out with run sheet.</p> <p>It had been suggested that performers were paid \$350 in an email to subcommittee – no feedback had been received so that amount had been budgeted for.</p> <p>Tina asked if this could be changed so that performers be paid the same fee as paid in previous years of \$500 each. It was agreed that this would be accommodated by reducing the budget for the headline performance act from \$3000 to \$1000 to meet the shortfall of \$2000.</p> <p>It was agreed that a local person would be sourced for main attraction and a local MC would also be sourced. PAG members to undertake this activity and to communicate direct to Leanne.</p>

	<p>Violet suggested looking for sponsorship for marquee for 2013 festival. PAG members agreed to debrief and produce report after festival. Janette to summarise agreed actions and send via email Thursday AM.</p>
Te Papa Pacific presentation	<p>Anthony introduced Herbert Bartley, Tai Paitai and another colleague from TePapa Pacific Section. Anthony expressed his feeling that this is a golden opportunity to show what's going on there. There is also an opportunity for communities to join with Te papa and go out to Sunday Schools and other venues with activities. Herbert then gave a presentation about the Te Papa activities and explained they would also be at the festival. He encouraged members to get in contact to work with Te Papa in cultural outreach programmes.</p>
Minutes of last meeting	<p>Anthony noted that a request for the report from Pacific Forum to be sent to PAG members had been missed out of the minutes of the last meeting. Tina proposed the minutes with an addition of that request Malakai seconded.</p>
Matters Arising from the Minutes	<p>Festival subcommittee report from Violet - All emails will be sent to everybody for now on. She made a request to the members for Pacific materials to decorate the stage. Noted there needs to be more communication with the events team. Events team to be invited to March meeting for a debrief PAG will debrief in February meeting and produce a report Anthony thanked subcommittee for their work Tina requested that the document produced in 2010 about the Pasifika Festival be found as reference.</p>
Terms of reference and attendance	<p>PAG members were read an email from Silika Kofe resigning and Janette reported a conversation she had had with Florence who said that she wished to resign for family reasons. Tina noted that apart from the two members who had resigned, that there remains a membership vacancy for the second Tokelauan representative. It was requested that arrangements be made for a bi-election. Anthony reminded members that under the terms of reference anyone who does not attend three meetings in a row is deemed to be no longer a member of the group.</p>
Date for next meeting	<p>8 February 2012, Venue: Portico in Council Offices, Level 4</p>
Closing Prayer	<p>Anthony closed the meeting and Martha gave the closing prayer</p>