**Minutes of the Meeting of the YM 2021 LAC** held 7pm via Zoom 25 September 2020

Present: Alistair Hall, Anne Hall, Michael Short, Patricia Macgregor, Deborah Gimpelson

Apology-Viola Palmer

A few moments of silence to center us all.

The intent of this meeting was to assess where we are in planning at 7-8 months from YM 2021.

1. Deb continues to be in contact with Sonya, the booking manager at El Rancho. We have received their Policy for Covid-19 level 2. She has also written the head chef about the catering but has not been in contact yet.
2. The bank account for YM has been established by PNMM with Alistair Hall and Patricia Macgregor as the signatories.
3. Alistair and Ann will be working on the various YM2021 registration options, paper posted by mail or scanned and emailed, etc. They are also aware of the Information packet needed closer to the event. Anne Hall will look into space for website information for YM similar to that being used for Summer Gathering 2020/21.
4. Alistair will ask for any information available from the YM2020 LAC from Northern MM.
5. We agreed to the next meeting via Zoom on Monday November 2 at 7pm.
6. Noting that the ANZ Newsletter deadline is in 6 days, Anne has circulated a brief YM 2021 reminder draft for review before sending it on to the Newsletter.
7. The full YM 2021 Announcement will be sent to the YM clerk for the Clerks Newsletter before Summer Gathering and also posted on the Quaker website. Anne is working on this. Full information will go in the March 2021 Newsletter.
8. Alistair will set up a gmail account for YM2021 enquiries, registration etc.
9. Alistair is working on the budget for the event. El Rancho has a minimum registration clause which means if we fall below it, we are still liable for payment. This has not been a problem in the past but Covid-19 has complicated this. We had already paid the confirmation deposit and agreed to a minimum hire rate of $2640.00 per night before Covid-19 disrupted everything. Using as a rough guide the total booking fees from ER and registration fees we charged for YM 2017 (which was hosted at El Rancho by Wellington MM,) we would show a loss given the current rates from El Rancho even if the attendance numbers were similar. We plan at least a 10% increase over the registration fees for YM2017. The uncertainty of having enough registrations to cover costs is now further complicated by Covid -19.
	1. If El Rancho must cancel because of the area being in Covid-19 Level 3 or 4 there is no problem. The problem is of course Level 2 where El Rancho is still open but we might not have enough people attending YM. We can cancel the booking until March and only lose the non refundable deposit of $1000. More, and substantial, financial liabilty is encurred at 60 days before and 7 days before the event.
	2. Final numbers for accomodation, catering and day visitors are required by El Rancho ten days before commencement of the booking. That will set our final booking fee.
10. Alistair and Anne will be meeting with the YM Clerk soon and will take the opportunity to discuss the following issues.
	1. Will we want to proceed with holding YM at El Rancho if the country is under Level 2 restrictions and when would we decide?
	2. Does YM wish to provide financial support in the event of a serious shortfall?
	3. Will we plan to provide Zoom attendance to YM. At what cost? If we do will it discourage actual enrollment and attendance at YM?
11. Patricia suggested we might contact Australia YM about their experiences holding more of an actual YM on Zoom. We had been discussing that since YM in session had to be cancelled because of the Covid-19 levels at the time, NZYM2020 held a Zoom Meeting for Worship but actual business was carried out by the Clerk’s letter and Standing Committee correspondence.
12. We spoke briefly about our side of the planning for the Quaker Lecture. A hall at El Rancho has been reserved but may not be needed if a major lecturer is not invited this time. Patricia , our QLC liasion continues to be in touch with Jim Flewitt .
13. We spoke briefly about the support needed to provide and supplement the various tea and coffee breaks. We spoke about the voluteers that will be needed for various last minute tasks.

We ended the meeting at about 8:45 pm agreeing it had been productive.

Deborah Gimpelson, recording clerk of the evening