



Members Guidelines

1. Becoming a member

- 1.1. People interested in joining MTC can show their interest by filling in the contact form on the website or by emailing secretary.motuekatc@gmail.com.
- 1.2. Before acceptance of membership the prospective member will join two single day trips. Multi day trips can only be joined by members.
- 1.3. The prospective member will choose two trips and will notify the membership officer. The latter will notify the trip leader, who will arrange the participation of prospective member in the trip.
- 1.4. The trip leader(s) will give feedback to the membership officer about level of fitness and participation as a member of a tramping group.
- 1.5. If positive, the prospective member will be accepted as a member and the membership officer will notify prospective member and Treasurer.
- 1.6. Membership will be formalized when the membership fee is received.
- 1.7. The new member will receive a letter of welcome and documents such as Constitution, most recent Trip List, Members Guidelines, Responsibilities of a Trip Leader and Personal Locator Beacons.

2. Financial responsibilities

- 2.1. The AGM in April of every year will determine the membership fee of the consecutive year.
- 2.2. The membership fee is due within one month after the AGM (in exception of 1.6).
- 2.3. Currently, the membership fee is \$12 for adults/seniors and \$15 for families.
- 2.4. There will be a surcharge of \$3 if the fees are paid after May 31.
- 2.5. The bank account of MTC is 03 1354 0255611 00 at NBS Motueka.
- 2.6. If the membership fee is unpaid within 2 months after the AGM, the member is deemed to be no longer a member.

3. Joining a trip

- 3.1. If a member is interested in joining one of the trips, he/she will contact the trip leader by phone or email. For single day trips on a Sunday the contact will be made by Thursday 8pm before the trip. For multi day trips contact will be made four days prior to the starting date, unless otherwise notified.
- 3.2. Children under the age of 14 must be accompanied by an adult who is responsible for them.
- 3.3. The trip leader will contact each participant by phone or email about meeting time and location, carpooling arrangement, likely returning time and whatever is needed to be arranged not later than 24 hours before the trip.
- 3.4. If members are asked to express interest in a more complex trip some weeks prior to the start date, and they fail to do so, then it may not be possible for them to join the trip due to logistical reasons.
- 3.5. It is the trip leader's decision to cancel, change, postpone or abandon the trip based on weather (forecast) and/or other (e.g., logistical) reasons. Although consultation is encouraged, the leader's decision is final.
- 3.6. Any member ignoring the directions of the trip leader is deemed to be no longer a member of the MTC trip.
- 3.7. The member will bring carpool money – the correct amount in cash – to be paid to the leader.
- 3.8. Any hut fees and other fees incurred on a trip are paid by the member.
- 3.9. The tramping party will keep together as a group. The first person needs to be able to contact the last person and vice versa, unless the leader decides otherwise.

4. Medical responsibilities

- 4.1. All members will carry an 'In Case of Emergency' form (ICE form) in their pack. The form can be obtained from the secretary.
- 4.2. Members shall advise the leader of any medical condition that could be an issue on the trip.
- 4.3. Bring personal medication required during the trip, including 'if needed' medication.
- 4.4. Bring a (personal) First Aid Kit.
- 4.5. Bring sunglasses if you might be going in the snow.

5. Clothing on trips

The weather at home in the morning may have little or no relationship to the weather you will encounter in the trip, so be prepared. Even if the forecast is for excellent weather, it can change and deteriorate rapidly!

- 5.1. Always bring adequate and warm clothing, including a 'just in case' layer, hat and gloves.
- 5.2. Always bring wet weather gear.

6. What to bring on a trip

- 6.1. ICE form
- 6.2. Personal medication
- 6.3. Pack with sufficient clothing and wet weather gear (see 5)
- 6.4. Adequate shoes/boots and hiking poles/sunglasses (if needed)
- 6.5. Sufficient food and drinks
- 6.6. Money for transport and other fees
- 6.7. Tickets or backcountry hut pass if staying in DOC huts
- 6.8. Whistle (in case you or someone else of the party gets lost)
- 6.9. Matches e.g., to make a fire (for warmth or to be detected by search parties)

7. Trip leader

- 7.1. The trip leader is responsible for organising the trip and decision making.
- 7.2. While consultation is recommended, the trip leader will make the final decisions about breaks, lunch, shortening or changing the trip, turning back, nominating a Tail End Charlie, etc.
- 7.3. The trip leader has to be advised about all matters that might affect participation in the trip.
- 7.4. The trip leader can refuse participation if unsure of a person's fitness for the trip, or believing a person is inadequately equipped or dressed (i.e., wearing jeans).
- 7.5. The trip leader organises carpooling and divides carpool money.
- 7.6. The trip leader will let the group know where the driver's keys will be located during the trip.
- 7.7. The trip leader will let the group know who is carrying the Personal Locator Beacon's (PLB's) and where they are located.

8. In Case of Emergency

- 8.1. All MTC parties will carry one or two PLB's.
- 8.2. The trip leader will ensure that all participants know where the PLB's are located.
- 8.3. If there is an accident the leader will coordinate, and the group will provide first aid and assistance.
- 8.4. If needed the PLB is activated. It does not have to be a life-threatening emergency. The basic rule is: "if in doubt, get them out".

9. Transport

- 9.1. The advertised carpool cost is paid to the leader at the trip end.
- 9.2. The money is equally divided between drivers, regardless the numbers of passengers in the car.
- 9.3. The full price is paid by participants picked up along the way.
- 9.4. If a participating member has taken their own vehicle (if this is considered appropriate for the group by the trip leader), this arrangement will be outside of the carpool arrangement.

10. Website

10.1. The website contains all up-to-date documents of MTC

10.2. Members will use those documents as if they were in their possession

10.3. If needed (i.e., if a member has no internet connection) a member can request receiving paper copy of the documents