

MINUTES OF KATIKATI COLLEGE
BOARD OF TRUSTEES MEETING HELD
Tuesday 23rd March 2021 at 11am
College Boardroom

PRESENT: Wendy A'Bear, Sofia House, Shawn Gielen (LSM) Louise Buckley (Acting Principal), Simon Finnimore, Ian Nicholson

1. Welcome visitors, attendance and apologies

Welcome to Ian Nicholson, Simon Finnimore

Speaking rights given to Ian and Simon – Wendy/Lou – all in favour

2. Declarations of Conflict of Interest

None declared

3. Election of Chairperson:

LSM called for nominations for chairperson. Lou nominated Wendy. Wendy accepted. Sofia seconded. Wendy A'Bear - Chairperson

4. Strategic Monitoring / Reporting

Acting Principal Report - discussed

- Staffing Update Discussed
- Sharee Garrett from NZSTA supporting Lou with personnel matters and documentation
- Discussed the Graeme Dingle Foundation
- Full phone system upgrade discussed – installation underway

5. Strategic Discussions and Decisions

- 5.1 Bi election date set for May 31st. NZSTA planner automatically sets dates around this key election date. We have 4 casual vacancies for parent elected members and 1 staff representative vacancy. LSM to run a governance workshop for interested staff for the staff role. Tentative date, 12th April, 3:15pm. This role is open to any member of the staff. The LSM will look to run a governance information session for interested community members who may consider standing in the bi-election. Tentative date - 13th April 6:30pm in the library. An NZSTA advisor will be invited to be in attendance. Appropriate newsletter, newspaper notices and blurbs will go out.
- 5.2 Pouarahi will be approached to discuss representation in light of the board make up following the election process.
- 5.3 Marionne Silvester to be approached and offered returning Officer role. NZSTA protocols for this followed.

6. Finance/Property

6.1 Finance Report – Ed Services – February Report 2021

- Discussed early stages of working capital
- Discussed minor surplus for 2021 budget
- Capital expenditure needs adjusting as per agreed budget

Finance report accepted and moved by
LSM/Wendy

6.2 Property: 5YA amendments made to prioritise projects.

- Tech Block – To be completed 31 March. Blessing/opening April 14th

- Admin Reroof – Close to full completion, awaiting scaffold removal
- Innovative Horticulture Build – Ben Elton is the project manager for this. 3rd party ownership with MOE and College will require processing and sign off. Board owned classroom/building in this space will require further discussion and planning for next steps.
- SIP Funding – Hall Project – Architect presenting concept plans to Simon this week.
- D Block – MOE has carried out weather tightness testing – waiting for report.
- C8,9,10 Block – will possibly be rationalised later in 2021

7. Administration

7.1 Correspondence:

7.1.1 Outwards: See tabled list

7.1.2 Inwards: See tabled list

- Trips and grants approved prior to meeting – see correspondence list

Inwards accepted and outwards endorsed – Wendy - all were in

favour

7.2 Minutes from previous meeting – 24th November 2020

- Approved following agreed amendments.

Wendy/Lou - all were in favour

Board moved in committee under section 48 of the local government information and public meetings act 1987 at 12:18pm

Next Board Meeting: Monday April 12th 8:45am

