



## Board of Trustees Meeting Minutes

Thursday 16<sup>th</sup> March 2023 – 5:00PM

**Present:** Leonor White (Acting Tumuaki), Richard Smith, Deleece Hall, Vikki Heays, Tim Gall, Edward Henderson, Jacqui Maitland (Minutes)

No.	Agenda Items	Actioned
1.	<b>Welcome &amp; Karakia</b> 1.1 Welcome 1.2 Apologies – Manoli Aerakis, Richard Dykes, Rebecca Burgess, 1.3 Conflicts of Interest	
2.	<b>Administration</b> 2.1 <b>Confirmation of previous Minutes.</b> <b>Motion:</b> The minutes of the Board of Trustees meeting held on 16 <sup>th</sup> February 2023 were approved as a true and correct record with one amendment - change 3.0 Motion #4 “credit” to “credited” or “reimbursed”. <b>Approved</b> 2.2 <b>Outstanding Items/Matters Arising</b> - nil 2.3 <b>Correspondence In /Out</b> – taken as read	Minutes of previous meeting approved.
3.	<b>Tumuaki’s Reports</b> (taken as read).  <b>MOTION:</b> The Board approve the March Tumuaki report <b>Approved</b> <b>MOTION:</b> The Board approve the March Finance and Property Report. <b>Approved</b> <b>MOTION:</b> The Board approve the February 2023 monthly accounts. <b>Approved</b>  <b>MOTION:</b> The Nelson College Board approves the including of the provision for cyclical maintenance as calculated by the Business Manager and recommended by BDO. <b>Approved</b>  <b>MOTION:</b> The Nelson College Board approves the commitment of funds to repair the Dining Room roof, and that the ownership split between Nelson College and the Ministry of Education will remain the same as it is currently. <b>Approved</b>  <b>MOTION:</b> The Nelson College Board approves the transfer of land currently occupied by Nelson College for Girls to the Public Trust, and the subsequent transfer to the Nelson College for Girls Board. <b>Approved</b>	Tumuaki’s reports approved F&P Report for March approved. Monthly accounts for Feb approved Cyclical maintenance provision approved Commitment of funds for Dining Room roof repairs approved Transfer of land to Public Trust and subsequent transfer to NCG

	<p><b>3.1 (3) Trust Foundation</b>  <b>MOTION:</b> The Board approve the March Trust Foundation Report. <b>Approved</b></p> <p><b>3.2 (4.) Health &amp; Safety</b></p> <p><b>Emergency Procedures:</b> The Board discussed these and agreed that a check in/check out policy is required to meet H&amp;S requirements. Board requested that the H&amp;S Committee review and provide a revised proposal with full staff participation/contribution. Final proposal to be presented to Board for approval.</p> <p><b>The Board accepted the monthly Health and Safety Reports for March 2023.</b></p> <p><b>3.2 (5) International/Boarding fees increases:</b></p> <p><b>Motion:</b> The Nelson College Board approves the following proposed International fee changes:</p> <table border="0"> <tr> <td>1. 2024 International Holiday Boarding Fee</td> <td>\$1,000 per holiday or \$62.50 per night</td> </tr> <tr> <td>2. 2024 International Homestay fee</td> <td>\$16,100 per year or \$350 per week</td> </tr> <tr> <td>3. International Tuition Fees –</td> <td></td> </tr> <tr> <td>    a. 2024 new student enrolment</td> <td>\$20,500.00</td> </tr> <tr> <td>    b. 2-24 existing student re-enrolment</td> <td>\$19,500.00</td> </tr> </table> <p style="text-align: right;"><b>Approved</b></p> <p>The Board discussed the proposed Boarding fees increase to \$16,200.00 and requested more information relating to inflationary pressures. Information to be circulated by the BOT, who will review and provide an electronic resolution before Term 2.</p>	1. 2024 International Holiday Boarding Fee	\$1,000 per holiday or \$62.50 per night	2. 2024 International Homestay fee	\$16,100 per year or \$350 per week	3. International Tuition Fees –		a. 2024 new student enrolment	\$20,500.00	b. 2-24 existing student re-enrolment	\$19,500.00	<p>Trust Foundation Report for March approved</p> <p>H&amp;S Report for March Approved.</p> <p>International Fee increases for 2024 approved</p>
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<p><b>4.</b></p>	<p><b>General Business</b></p> <p><b>4.1 Funding Application approvals:</b></p> <p><b>Motion:</b> The Nelson College Board of Trustees resolves to apply for funding to Rata Foundation for \$63,529.34 to cover the costs of refurbishment of the College Fitness/Weights Room.  <b>Approved</b></p> <p><b>Motion:</b> The Nelson College Board of Trustees resolves to apply for funding to NZCT for \$10,000.00 to cover the costs of Volleyball Coaching for 2023.  <b>Approved</b></p> <p><b>Motion:</b> The Nelson College Board of Trustees resolves to apply for funding to Trillian Trust for \$4,500.00 to cover the accommodation costs of the College football team at Nationals.  <b>Approved</b></p>	<p>Funding applications for Rata Foundation, NZCT and Trillian Trust approved.</p>										

<b>5.</b>	<p><b>The meeting moved into Committee at 7.05pm.</b></p> <p><b>In-Committee Items</b></p> <p>Move that the public be excluded from this part of the proceedings of this meeting under section 48(1) of the Local Government Official Information and Meetings Act 1987. The reasons for this resolution are as follows:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 30%;"><b>General subject of each matter to be considered</b></th> <th style="text-align: left; width: 30%;"><b>Reason for passing this resolution in relation to each matter</b></th> <th style="text-align: left; width: 40%;"><b>Ground(s) under section 48(1) for the passing of this resolution</b></th> </tr> </thead> <tbody> <tr> <td>Staff matters</td> <td>protect the privacy of persons</td> <td>Section 7 (2) (a)</td> </tr> <tr> <td>Student matters</td> <td>protect the privacy of persons</td> <td>Section 7 (2) (a)</td> </tr> </tbody> </table> <p><b>At 7.15pm the Board moved back into Public Meeting.</b></p> <p style="text-align: right;"><b>Approved</b></p> <p>The meeting ended with a Karakia.</p>		<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>	Staff matters	protect the privacy of persons	Section 7 (2) (a)	Student matters	protect the privacy of persons	Section 7 (2) (a)
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Meeting closed at 7.20pm

Next meeting: Thursday 18<sup>th</sup> May 2023 at 5.00 pm.