



## Board of Trustees Meeting Minutes

Thursday 17<sup>th</sup> August 2023 – 5.00pm

**Present:** Richard Dykes (left at 6.25pm, Richard Smith, Manoli Aerakis, Deleece Hall, Vikki Heays, Tim Gall, Edward Henderson, Jacqui Maitland (Minutes), Andrew Murray (MoE appointed Specialist Help Provider),

| No. | Agenda Items  | Actioned by  |
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| 1.  | <b>Welcome</b><br>1.1 Welcome & Karakia.<br>1.2 Apologies – Nil<br>1.3 Conflicts of Interest – Vikki Heays, Edward Henderson re Celestielle Travel approval request   |  |
| 2.  | <b>Administration</b><br><br>2.1 <b>Confirmation of previous Minutes.</b><br><b>Motion:</b> The minutes of the Board of Trustees meeting held on 15 <sup>th</sup> June 2023 were approved as a true and correct record. <b>Approved</b><br><br>2.2 <b>Outstanding Items/Matters Arising</b> - nil<br>2.3 <b>Correspondence In /Out</b> – taken as read  | Previous minutes confirmed   |
| 3.  | <b>Tumuaki's Reports</b> (taken as read).<br><br>3.1.1<br><b>MOTION:</b> The Board approve the August Tumuaki reports <b>Approved</b><br><br><b>MOTION:</b> The Board approve the August Finance and Property Report. <b>Approved</b><br><br><b>MOTION:</b> The Board approve the July 2023 monthly accounts. <b>Approved</b><br><br>3.1.2<br><b>MOTION:</b> That the Nelson College Board instruct Noble to proceed with the tender and liaise with MoE re roof repairs. <b>Approved</b><br><br><b>MOTION:</b> That the Nelson College Board approves the revised 5YA application form and the Board Presiding Member sign it on behalf of the college, subject to the correct figures for Master Plan Light. <b>Approved</b><br><br><b>MOTION:</b> The Nelson College Board to engage JASMAX to work as needed, as per the August Tumuaki Tiaki Pānui property report. <b>Approved</b><br><br><b>MOTION:</b> The Nelson College Board instruct the agent to put the Caretakers/Westmount properties on the market for offers over \$1.1m. <b>Approved</b> | BOT approved the Tumuaki & the August Finance and Property reports.<br><br>BOT approved the July monthly accounts.<br><br>BOT to instruct Noble to proceed with tender and liaise with MoE<br><br>BOT approves the 5YA application form and Presiding Member to sign, subject to correct figures.<br><br>BOT to engage JASMAX to work as needed.<br><br>BOT to instruct agent to put properties on market for offers over \$1.1m |

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|    | <p><b>MOTION:</b> The Nelson College Board to enter into the Section 40 process with a view to the sale of all or part of Broads. <b>Approved</b></p> <p><b>3.1.3 Trust Foundation</b><br/> <b>MOTION:</b> The Nelson College Board approves the August Trust Foundation Report. <b>Approved</b></p> <p><b>3.2.7 BoT Meeting Schedule</b> – BoT to invite NCG BoT to the 14<sup>th</sup> Sept meeting for a discussion re future collaboration. Final BoT meeting for 2023 on Dec 12<sup>th</sup> meeting to be followed by dinner at Tim Gall’s. Vikki and Board Secretary to organise.</p> <p>Student Representative election to be held 14<sup>th</sup> September. BoT recommended co-opting Edward Henderson following the election until the end of 2023.</p> <p><b>3.2.10 Health &amp; Safety</b><br/> <b>The Board accepted the monthly Health and Safety Reports for August 2023.</b></p>  | <p>BOT to enter in S40 process with a view to sell all or parts of Broads.</p> <p>August Trust Foundation report approved.</p> <p>H&amp;S Report for August Approved.</p>  |
| 4. | <p><b>General Business</b></p> <p><b>4.1 Specialist Help Scoping Report</b> – read &amp; noted.</p> <p><b>4.2 Breakfast wānanga for Trustees – Sept to Nov. Trustee attendance welcome.</b></p> <p><b>4.3 EOTC – Celestielle Travel approval request</b><br/> <b>MOTION:</b> The Nelson College Board approves 2023 Celestielle Travel Trip proposal. <b>Approved</b></p> <p><b>4.4 Document signing for property sales</b><br/> <b>MOTION:</b> The Nelson College Board authorises the F&amp;P Committee Chair Tim Gall, or in their absence Manoli Aerakis, to sign for and on behalf of the BoT the documents relating to the sale of the assets for the purpose of debt elimination (ie Caretaker’s Residence and Westmount Property). The Sale &amp; Purchase agreements to be reviewed and approved by the Board prior to signing. <b>Approved</b></p> <p><b>4.5 Electronic Resolution confirmation</b></p> <ol style="list-style-type: none"> <li>The Nelson College Board approves the increased net contribution of \$740,823.90 (up from \$570,294.62) for the Dining Room repairs and betterment.</li> <li>The Nelson College Board nominates Richard Smith, Board Chair, as its voting delegate at the NZSTA AGM on Saturday 22<sup>nd</sup> July 2023, with the voting delegation of “Free” (to vote as they see fit) for each remit.</li> <li>The Nelson College Board requests Joe Haddon to modify his refreshment leave to be for 12 months starting January 27, 2024. <b>Approved</b></li> </ol> | <p>Celestielle Travel EOTC proposal approved</p> <p>BOT approved F&amp;P Chair to sign property sale documents, with S&amp;P agreement requiring BOT approval prior to signing.</p> <p>Electronic resolutions approved</p> |

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| <b>5.</b> | <p><b>The meeting moved into Committee at 6.25pm.</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> |   |  |
|           | <p><b>General subject of each matter to be considered</b></p> <p>Staff matters</p> <p>Student matters</p>  | <p><b>Reason for passing this resolution in relation to each matter</b></p> <p>protect the privacy of persons</p> <p>protect the privacy of persons</p> | <p><b>Ground(s) under section 48(1) for the passing of this resolution</b></p> <p>Section 7 (2) (a)</p> <p>Section 7 (2) (a)</p> |
|           | <p><b>At 8.00pm the Board moved back into Public Meeting.</b></p> <p>The meeting ended with a Karakia.</p>   |   | <p><b>Approved</b></p>   |

Meeting closed at 8.05pm

Next meeting – Thursday 14<sup>th</sup> September, at 5.00 pm.

| MATTERS ARISING |         |             |             |                 |
|-----------------|---------|-------------|-------------|-----------------|
| Agenda          | Subject | Description | Actioned By | Progress Update |
|                 | Nil     |             |             |                 |