



Board of Trustees Meeting Minutes

Thursday 19th October 2023 – 5.00pm

Present: Richard Smith, Manoli Aerakis, Deleece Hall (via Zoom), Tim Gall (via Zoom – left 7.15pm), Vikki Heays, Guyon Janssen, Tim Oughton (Acting Principal), Richard McLaren (Tumuaki Tuarua), Jacqui Maitland (Minutes), Andrew Murray – (MoE appointed Specialist Advisor - left 7.15pm), Edward Henderson,

No.	Agenda Items	Actioned by
1.	Welcome 1.1 Welcome & Karakia. 1.2 Apologies – Nil 1.3 The Board thanked Edward Henderson, the retiring Student Representative & presented him with a gift. Board welcomed the new Student Rep – Guyon Janssen 1.4 Conflicts of Interest – Trustees reviewed new register.	
2.	Administration 2.1 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 14 th September 2023 were approved as a true and correct record. Approved 2.2 Outstanding Items/Matters Arising - nil 2.3 Correspondence In /Out – taken as read. Discussed the proposal received from Karl Hellyer re: using SANS for telemedicine services. ACTION: Tim Oughton & Richard McLaren to review and bring recommendation to Board	Previous minutes confirmed
3.	Tumuaki's Reports (taken as read). 3.1.1 MOTION: The Board approve the October Tumuaki reports Approved MOTION: The Board approve the October Finance and Property Report. Approved F&P Committee have reviewed reforecasts this month and will continue to do so each month for the rest of this term. Asset Sales/Debt Elimination Board discussed proposal received from Edward & Hardy re: 101 Franklyn St. Board is ok with the details provided and notes that they may need to consult with council regarding some of the points raised. MOTION: That the Nelson College Board confirms to Edward & Hardy (via the agent) that is ok with their proposal. Approved	BOT approved the Tumuaki & the October Finance and Property reports. BOT approved the September monthly accounts. BOT Approved the proposal for 101 Franklyn St from Edward & Hardy.

<p>Confirmation has been received that a Section 40 for Broads is exempt from the buy back requirements. Board will look at next steps to pursue this option as part of its activeness in its strategies to repay the government loan and to ensure capital moving forward. Agreed to include update in monthly Board Update to school community.</p> <p>No decision on Broads sale at this stage as it is still investigating options and ongoing discussions with Nelson City Council.</p> <p>MOTION: That now Section 40 has been clarified that Nelson College Board is exempt from the offer of buy back that the Board will investigate options to potentially sell Broads. Approved</p> <p>Property Tender process for Dining Hall Roof repairs has been completed – Board reviewed and agreed with recommendation.</p> <p>MOTION: That the Nelson College Board accept the tender from Nelson Builders and sign the procurement recommendation report & project input page, subject to confirmation that budget is within amount previously approved by Board. Approved</p> <p>MOTION: That the Nelson College Board accept the insurance offer of \$736, 664.11 (repairs & plant), agree to settle and discharge the claim. Approved (Manoli Aerakis abstained)</p> <p>5YA The names of those who can provide quotes has been received and Board discussed that the SLT do the initial review and then provide recommendations to the Board</p> <p>MOTION: That the Nelson College Board refer the Master Plan Light names to the SLT for review and action, with quotes to be referred to the Board. Approved</p> <p>School Car The car is available for use by the Acting Principal and recommendation is that it be utilised as needed.</p> <p>Motion: That the Nelson College Board approve the use of the school car for the Acting Principal, Tim Oughton, in lieu of mileage reimbursement. Approved</p> <p>3.1.3 Trust Foundation Board agreed to schedule a meeting for the Trust Foundation, NCOBA and BoT to discuss future details regarding funding. ACTION: Richard Smith to send invites for a meeting</p> <p>oundation Report. Approved</p> <p>3.2.7 Uniform Review The Board reviewed the tenders received and noted that the Uniform Review Committee is progressing this process. New uniforms would be available for the 2025 school year.</p> <p>3.2.9 Health & Safety The Board noted the potential risks in the Assembly Hall as listed on the register. This is being reviewed by the H&S Committee. The Board accepted the monthly Health and Safety Reports for October 2023.</p>	<p>BOT to investigate options to potentially sell Broads.</p> <p>BOT accepted the tender from Nelson Builders</p> <p>BOT accepted the insurance offer and agreed to settle/ discharge claim</p> <p>BOT refer the Master Light Plan to SLT for review.</p> <p>BOT approve the Acting Principal to use the school car in lieu of mileage reimb.</p> <p>October Trust Foundation report approved.</p> <p>H&S Report for October Approved.</p>
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4.	<p>General Business</p> <p>4.1 Board Meeting dates 2024 – Noted that hui in 2024 will be 3rd week of the month. ACTION: Acting Principal to review draft calendar and add strategic planning for the Board.</p> <p>4.2 EOTC Japan visit 2024 request – Approved</p> <p>4.3 Funding Approval Request. Motion – That the Nelson College Board of Trustees applies to NZCT for sports balls (match quality) across a range of sports to the value of \$17,528.70 excl GST. Approved</p> <p>4.4 Board Trustees vacancies The Board currently has 2 parent vacancies and option to Co-opt another Trustee. ACTION: Board Secretary to review options for filling vacancies prior to the next Trustee election.</p> <p>4.5 Nelson College for Girls – Board of Trustees invitation for catchup on 16 Nov. Board available for this from 7.30pm – Board Secretary to advise NCG.</p>	<p>BOT approved EOTC Japan visit 2024</p> <p>BOT approved funding application to NZCT</p>									
5.	<p>The meeting moved into Committee at 7.15pm.</p> <p>In-Committee Items</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="1" data-bbox="199 996 1141 1153"> <thead> <tr> <th data-bbox="199 1019 486 1086">General subject of each matter to be considered</th> <th data-bbox="502 1019 853 1086">Reason for passing this resolution in relation to each matter</th> <th data-bbox="869 996 1141 1086">Ground(s) under section 48 (1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td data-bbox="199 1086 486 1108">Staff matters</td> <td data-bbox="502 1086 853 1108">protect the privacy of persons</td> <td data-bbox="869 1086 1141 1108">Section 7 (2) (a)</td> </tr> <tr> <td data-bbox="199 1108 486 1153">Student matters</td> <td data-bbox="502 1108 853 1153">protect the privacy of persons</td> <td data-bbox="869 1108 1141 1153">Section 7 (2) (a)</td> </tr> </tbody> </table> <p>At 8.15pm the Board moved back into Public Meeting.</p> <p>The meeting ended with a Karakia.</p>	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 (1) for the passing of this resolution	Staff matters	protect the privacy of persons	Section 7 (2) (a)	Student matters	protect the privacy of persons	Section 7 (2) (a)	<p>Approved</p>
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Meeting closed at 8.20pm
Next meeting – Thursday 16th November, at 5.00 pm.