

Board of Trustees

Thursday 22nd June 6.30 pm

1. Welcome/Karakia Present/Apologies

Present: Caine Webster (Principal), Libby Tuite (Presiding Member), Manuela Hodgson (Secretary), Anita Press (Property), Rosie Clement (Fundraising), Simon Jones (Finance), Kate Excell (Staff Rep), Sophie Mexsom (Communication)

Apologies: none

1.1 Declaration of Interests

None

2. Confirmation of the Agenda

2.1 Additions

General Business

- Fundraising, Lamb & Calf Day
- Start Time
- Restructuring Agenda
- In Committee

3. Minutes of the previous meeting

MV: Acceptance of minutes dated 11 May 2023 and in Committee Minutes

Accepted: Simon, Anita

4. Action List:

Action list is updated

5. Correspondence:

- Education Gazette

6. Principals Report (Items for Information)

- Student numbers
- Out of zone enrolments
- Property Sensory space status
- Community Consultation: Reminder will go out in the next newsletter. Report to board will be given in next board meeting
- Policies

- The board role is to make sure that policies are followed and correct procedures are in play
- Shift focus of board meetings to performance and assurance
- Sophie is proposing to create a matrix to see what needs focussing on in each meeting. Discussion around restructuring agenda, board meeting, principals report.

Action: Sophie to share tool and proposal for discussion by email

MV Accept principal's report Sophie, Simon

7. Finance: Figures for April and May 2023 P&L, Invoice report, balance sheet and uncommitted funds

MV: Accepted April and May Finances Sophie, Anita

8. Health & Safety

See accident register.

9. General Business

- Playground: Anita met with ITM and came up with some cheaper solutions which need a bit more investigating
- Uniform Anita reports about the new contract with NZ uniforms

MV to sign contract with NZ uniforms for 3 years

- Lamb & Calf Day Update
 - three volunteers for sponsorship
 - one volunteer for helpers' coordination
 - New electrician who quoted much cheaper
- Purchase of a bouncy castle - quotes on the way

Action: Caine to ask Ingrid if she has any contacts

- Traffic management,

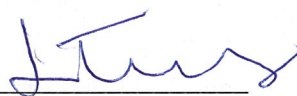
Action: Caine to check with Saint Ts if they have to pay for that too.

Other fundraising

- Rosie reports of some project in the pipeline

Meeting finished at 8.45pm. Next meeting 3rd August Time 6.30pm

Presiding Member: _____



Date: _____

3.8.23