

Topic and Background	Discussion	Action / Decision At the Meeting
Welcome		
Welcome, Karakia	Karakia Timatanga Whakatauki	Titiro whakamuri kokiri whakamua <i>Look back and reflect so you can move forward.</i>
Present: In attendance: Apologies:	Present: Alan Curtis, Jan McDonald, Anne-Marie Wrightson, Rob Sharrock, Liz Tay, Tania McBeth-Stanton In attendance: Secretary- Paul Williams Apologies: None Absent: Matt Elliot	
Register of Interests:	Tabled	Updates
Decisions		
	<ul style="list-style-type: none"> ● Meeting attendance fees ● Confirmation of approval for additional two Promethean Panels including stands for \$16,334. ● 2023 Annual Report for audit. 	<ul style="list-style-type: none"> ● Motion: Proposal from board chair that meeting attendance fees be set as follows: \$150 Board chair, \$110 Board members Moved: Alan Curtis Seconded: Liz Tay Carried: All ● Approved earlier to meet a discount deadline. Motion: That board members affirm acceptance for the Promethean Panels and stands. Moved: Alan Curtis Seconded: Rob Sharrock Carried: All ● Motion: That the annual financial statements for the year ending 31 December 2023 (showing a surplus

	<p>Alan spoke to key figures in the financial report.</p> <ul style="list-style-type: none"> - For 2023 budgeted small loss vs 99,878 profit (inflated by playground funding). - Working Capital (\$602,000) per student is quite sufficient. <p>Spending options were discussed.</p> <ul style="list-style-type: none"> ● Board vacancy ● Request for leave of absence 	<p>of 99,878) be approved for submission for audit. Moved: Alan Curtis Seconded: Jan McDonald Carried: All</p> <ul style="list-style-type: none"> ● Position to be advertised. The board has elected to appoint the new board member by selection. ● Motion: Board chair requests leave for the 15th May meeting. Moved: Alan Curtis Seconded: Liz Tay Carried: All
Monitoring		
Principal's report Finance Report Health & Safety Property report	<ul style="list-style-type: none"> ● Principal's Report ● Annual Implementation Report 2024 ● Health and Safety Report <p>Supporting documentation available on the supporting drive.</p> <p>The above documents were shared and discussed.</p> <p>Jan shared learnings from her Hanmer Springs development trip and Burnside Primary School visit.</p> <p>Financial Report:</p> <ul style="list-style-type: none"> -Budgets are on track. - Schedule of Delegation to be confirmed for approval. -Capex budget to be prepared <p>Shade sale providers to be followed up with.</p>	<p>Alan requested for Jan to prepare a capital expenditure plan prior to the next board meeting.</p>
Public excluded		

If required	That the Board resolves to move “In Committee” under Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss items that may have a privacy issue.	There were no in-committee agenda items.
Administration		
	<ol style="list-style-type: none"> 1. Confirmation of minutes 2. Correspondence 3. Confirmation of next meeting 	<p>Motion: that the minutes from the meeting held on the 21st February 2024 be approved as true and correct. Moved: Alan Curtis Carried: All No correspondence. Next meeting is confirmed for 15th May. Liz Tay to chair this meeting.</p>
Meeting dates:	<p>Term 1 - 21 Feb, 3 April Term 2 - 15 May, 26 June Term 3 - 7 Aug, 18 Sept Term 4 - 23 Oct, 27 Nov</p>	
Meeting Closure	Karakia Whakamutunga	
Meeting Closure	Meeting closed: 7:12pm	