

MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 15th June 2017
TIME 5.30pm



PRESENT: Mr D Montgomerie (Chairman), Mr S Kempton (Deputy Chairman), Mr M Gray, Mr W Regnault, Mrs C Rossiter-Stead, Mr D Wilson, and Mr K Murphy (General Manager)

Meeting opened at 5.30pm by Mr D Montgomerie, Chairman.

1.	Apologies:	Action:
1.1	Apologies from Mrs C Rossiter-Stead and Mr W Regnault for lateness.	
1.2	Conflicts of Interest declared by Mr M Gray for payment to Rob Yule and Mr W Regnault re consideration of agenda item 6.1 (Lamb Peters Print development).	
1.3	None	
1.4	Standing Orders: no amendments proposed	
2.	Confirm Minutes:	
2.1	Resolution: "The public and public excluded minutes of the Board meeting of 18 th May 2017 are taken as read and confirmed to be a true and correct record." Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u>	
2.2	General Manager reported back on action items.	
3.	Financial and Risk:	
3.1	Financial	
3.1.1	Resolution: "The year to date spotlight financial report submitted by Rightway is received." Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u>	
3.1.2	Resolution: "The schedule of proposed payments for the month of May is approved for authorisation, having been reviewed by the Chairman and found acceptable." Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr D Wilson / Seconded Mr D Montgomerie <u>Carried unanimously</u>	
3.2	Risk	
3.2.1	Management report for May Resolution: "The monthly risk monitoring report is received." Moved Mr W Regnault / Seconded Mr S Kempton <u>Carried unanimously</u>	
3.3	Operating Performance	
3.3.1	Management report for May Resolution: "The monthly performance monitoring report is received." Moved Mr D Montgomerie / Seconded Mr D Wilson <u>Carried unanimously</u>	
4.	Grants:	
4.1.1	Resolution: "The Board approves payment of a grant of \$1,000 for Andrea Cowlam for attendance at the World Triathlon Championships in Rotterdam and requests some form of recognition from Mrs Cowlam by way of "giving back to Greytown" ie talk at Greytown School / College." Moved Mr D Wilson / Seconded Mr W Regnault <u>Carried unanimously</u>	
5.	Property & Tenancy Management:	
5.1	Public Excluded Session (6.16pm) Resolution: "The Board agrees to move into public excluded session to discuss agenda item 5.1, 6.1 and 9.1 on the grounds set out in the agenda paper." Moved Mr D Montgomerie / Seconded Mr S Kempton <u>Carried unanimously</u>	

	Mrs C Rossiter-Stead arrived at 6.23pm	
6.	Property Development:	
6.1	Public Excluded	
	Into public session (9.30pm) Resolution: "The Board agrees to move out of public excluded session back into open session." Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>	
7.	Documents for Approval under Trust Seal:	
7.1	Resolution: "The Board approves the signing by two Trustees under seal number 764 the Deed of Lease for DJA Limited leasing Suite 1B, 124 Main Street, Greytown commencing 12 June 2017, and seal number 765 the Agreement to Lease – Griffiths Drilling NZ Ltd for 172 East Street, Greytown." Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>	
8.	Correspondence:	
8.1	Nil	
9.	General Business:	
9.1	Public Excluded	
10.	Next Meetings:	
10.1	Resolution: "The Board approves the scheduling of the next ordinary Board meeting 5.30pm, Thursday 20 th July, an audit and risk committee at 5pm followed by a special education review workshop at 5.30pm, Tuesday 4 th July." Moved Mr D Wilson / Seconded Mr W Regnault <u>Carried unanimously</u>	

Meeting closed at 9.37pm.

The minutes were taken as a true and correct record of proceedings.

Confirmed at a meeting on the 20th of July 2017


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Chairman