

MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 21st September 2017
TIME 5.30pm



PRESENT: Mr D Montgomerie (Chairman), Mr S Kempton (Deputy Chairman), Mr W Regnault, Mr D Wilson, Mr K Murphy (General Manager) and Mrs H Perry
Via Video Link: Mrs C Rossiter-Stead (went offline at 7.31pm)

APOLOGIES: Mr M Gray

GUESTS: Di Banks and Maree Patten, Kuranui College. Arrived at 5.30pm and left meeting at 6.01pm

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

1.	Apologies:	Action:
1.1	Apologies from Mr M Gray.	
1.2	Conflicts of Interest declared by Mr W Regnault for Greytown Rugby Club grant application and Lamb-Peters tender; and Mr D Wilson for Greytown Rugby Club grant application.	
1.3	Deputations: Di Banks and Maree Patten, Kuranui College re YETE funding application Resolution: "The Board agrees to set aside standing order 14.1 to allow Kuranui College extended time to address the Board regarding the grant application previously submitted by YETE". Moved Mr D Montgomerie / Seconded Mr D Wilson Carried unanimously	
1.4	Standing Orders: no amendments proposed	
2.	Confirm Minutes:	
2.1	Resolution: "The public and public excluded minutes of the Board meeting of 17 th August 2017 are taken as read and confirmed to be a true and correct record." Moved Mr S Kempton / Seconded Mr D Wilson Carried unanimously	
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 Carried unanimously	
3.1.2	Resolution: "The schedule of proposed payments for the month of September is retrospectively 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 W Regnault / Seconded Mr S Kempton Carried unanimously	
3.2	Operating Performance	
3.2.1	Management report for August Resolution: "The Board receives the performance monitoring report." Moved Mr W Regnault / Seconded Mr D Wilson Carried unanimously	
3.3	Audit and Risk	
3.3.1	Nothing to report	

4.	Grants:	
4.1	<p>Applications for community grant – September funding round - \$17,300 available. The Trust received 20 applications totalling funding support for \$86,481. Prior to the meeting each Trustee received a folder containing all applications. Discussions were held on each application which resulted in the approval of grants allocated to 15 applicants.</p> <p>Resolution: <i>"The Board approves payment of community grants totalling \$17,300 to the following applicants: Alex Clark; Arbor House Trust; Carterton Community Food Collaborative Inc; Ella Gray; Freya Cook; Greytown Community Board; Greytown Community Board (You, Me and IT too – Pledge); Greytown Early Years Inc; Greytown Little Theatre; Greytown Music Group; Hamish Kill; Jarrod Yee; New Zealand Festival Trust; Wairarapa Arts Festival Trust (Kokomai); Wairarapa Balloon Festival."</i> Moved Mr S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u></p>	
4.2	<p>Education grant - Youth Education, Training and Employment (YETE) Initiative application Resolution: <i>"The Board approves payment of grant to the Wairarapa Youth Education, Training and Employment Initiative to be funded out of transfer of funding from major projects budget line, subject to the following terms: a) Twice yearly reporting on the impact of the programme for Greytown students and employees b) YETE management providing evidence Greytown residents and or employers benefiting from this funding. The Board acknowledges that future funding for any YETE applications will be allocated from the educational grant funding."</i> Moved Mr W Regnault / Seconded Mr D Wilson <u>Carried unanimously</u></p>	
	<p>Public Excluded Session (7.53pm) Resolution: <i>"The Board agrees to move into public excluded session to discuss agenda item 5.1 and 6.1 on the grounds set out in the agenda paper."</i> Moved Mr D Wilson / Seconded Mr S Kempton <u>Carried unanimously</u></p>	
8.30pm	<p>Resolution: <i>"The Board agrees to waive Standing Order and continue debate without taking a 15 min break."</i> Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u></p>	
5.	Property & Tenancy Management:	
5.1	Public Excluded	
6.	Property Development:	
6.1	Public Excluded	
	<p>Into public session (9.55pm) Resolution: <i>"The Board agrees to move out of public excluded session back into open session."</i> Moved Mr D Wilson / Seconded Mr S Kempton <u>Carried unanimously</u></p>	
7.	Documents for Approval under Trust Seal:	
7.1	None	
8.	Correspondence:	
8.1	<p>Gibson Sheat letter requesting assignment of lease for 34-36 High Street, Carterton Resolution: <i>"The Board authorises the General Manager to complete the necessary paperwork confirming the assignment of the lease by Wairarapa Electrical Appliances Ltd to Grant Wallace for 34-36 High St, Carterton, on the basis of obtaining commitment to a new 3+3+3 lease term."</i> Moved Mr D Montgomerie / Seconded Mr D Wilson <u>Carried unanimously</u></p>	

9.	General Business:	
9.1	None	
10.	Next Meetings:	
10.1	Resolution: <i>"The Board confirms the next ordinary Board meeting at 5.30pm, Thursday 19th October 2017."</i> Moved Mr D Montgomerie / Seconded Mr D Wilson <u>Carried unanimously</u>	

Meeting closed at 9.56pm.

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

Confirmed at a meeting on the 19th of October 2017


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Chairman