

MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 16th November 2017
TIME 5.30pm



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

GUESTS: Erin Collins from Plunket. Arrived 5.30 and left meeting at 5.51pm
 Graeme Gray and Grey Tuck from Cobblestones Museum Trust. Arrived 6pm and left at 6.18pm

Meeting opened at 5.30pm by Mr S Kempton, Chairman.

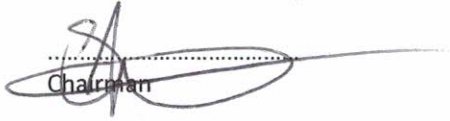
1.	Apologies:	Action:
1.1	Apologies for lateness from Mr D Montgomerie. Arrived 5.35pm.	
1.2	No conflicts of interest declared.	
1.3	<p>Deputation. <i>Erin Collins from Plunket</i> updated Trustees on changes within Plunket, her role within the Wairarapa and what activities the Greytown Plunket rooms are used for. Erin confirmed that without the ground rental grant from the Trust they (Greytown) would need to do a lot of fundraising to cover this as each area is responsible for paying for their rooms. National Office does not cover this even if there is a shortfall. Some other Wairarapa areas such as Carterton and Martinborough do not own their own Plunket rooms. Question was raised whether Greytown Plunket activities could be carried out elsewhere within Greytown should the current McMaster Street rooms not be available and Erin confirmed they could be. Erin on behalf of Plunket thanked Trustees for the support of the community.</p> <p>Graeme Gray and Grey Tuck from Cobblestones Museum Trust reported back on the six monthly report provided to Trustees at the October Board meeting. They have a major exhibition next year called "Soldiering on" covering the effects on Greytown soldiers who went to and came back from World War I. Major concern for Cobblestones is what the possible amalgamation of Councils could mean for their funding. Mr Tuck thanked the Trust for all their support.</p> <p>Resolution: "The Board agrees to set aside standing order 14.1 to allow Plunket NZ and Cobblestones Museum Trust extended time to address Trustees." Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u></p>	
1.4	Standing Orders – none	
2.	Confirm Minutes:	
2.1	<p>Resolution: "The public and public excluded minutes of the Board meeting of 19th October 2017 are taken as read and confirmed to be a true and correct record." Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u></p>	
2.2	General Manager reported back on action items.	
3.	Correspondence requiring review and/or response:	
3.1	<p>Resolution: "The correspondence from Greytown Music Group is received." Moved Mr S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u></p>	
4.	Documents for Approval under Trust Seal:	
4.1	<p>Resolution: "The Board retrospectively approves the attaching of the Trust's seal to the previously signed lease of suite 8, 124 Main St, Greytown by Genesis Energy and deed of reassignment of lease of 34-36 High St, Carterton to Wairarapa Electrical & Appliances Ltd."</p>	

	Moved Mr D Montgomerie / Seconded Mr D Wilson	<u>Carried unanimously</u>	
5.	Financial, Performance and Risk:		
5.1	Financial		
5.1.1	Resolution: "The year to date spotlight financial report submitted by Rightway is received."		
	Moved Mrs C Rossiter-Stead / Seconded Mr D Wilson	<u>Carried unanimously</u>	
5.1.2	Resolution: "The schedule of proposed payments for the month of November 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 Mrs C Rossiter-Stead	<u>Carried unanimously</u>	
	Mr W Regnault queried what had been paid "out of cash" off the WBS loan so far this financial year. Not including the proceeds from recent property / land sales. Action: General Manager to discuss with Daniel Murphy.		K Murphy
5.2	Operating Performance		
5.2.1	Management report for October Resolution: "The Board receives the performance monitoring report."		
	Moved Mr D Montgomerie / Seconded Mr S Kempton	<u>Carried unanimously</u>	
5.3	Audit and Risk		
3.3.1	Nothing to report		
6.	Grants:		
6.1	Resolution: "The Board approves a grant of \$500 for Connor Turton towards the cost of securing a place on the Spirit of Adventure voyage departing December 2017." Moved Mr D Montgomerie / Seconded Mr S Kempton	<u>Carried unanimously</u>	
	Public Excluded Session (6.36pm) Resolution: "The Board agrees to move into public excluded session to discuss agenda item 7. on the grounds set out in the agenda paper." Moved Mr S Kempton / Seconded Mr D Montgomerie	<u>Carried unanimously</u>	
7.	Property (PE):		
7.1	Public Excluded		
	Into public session (9.50pm) Resolution: "The Board agrees to move out of public excluded session back into open session." Moved Mr S Kempton / Seconded Mr D Montgomerie	<u>Carried unanimously</u>	
8.	General Business:		
8.1	Resolution: "The verbal report by the Chairman and Derek Wilson on the proceedings of the YETE funders meeting held on Tuesday 14 November at the offices of Lands Trust Masterton is received." Moved Mr D Montgomerie / Seconded W Regnault	<u>Carried unanimously</u>	
9.	Next Meetings:		
9.1	Resolution: "The Board confirms the next meeting will be: a. The ordinary meeting of the Board in the Boardroom at 4pm, Tuesday 19 December (followed by the Trust Christmas function). b. The January Board meeting be held at 5.30pm on Thursday 25 th January 2018. c. The 2018 Board meetings will continue being on the third Thursday of the month." Moved Mr M Gray / Seconded Mr S Kempton	<u>Carried unanimously</u>	
	Action: General Manager to reorder agenda to have property items up front.		K Murphy

Meeting closed at 10.03pm.

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

Confirmed at a meeting on the 19th of December 2017


Chairman