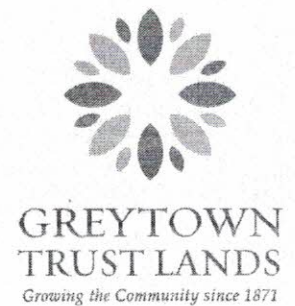


MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 25th January 2018
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

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

1.	Apologies:	Action:
1.1	Apologies for lateness from Mr D Montgomerie (arrived at 5.35pm).	
1.2	Conflicts of interest declared by Mr M Gray for item 3.1.	
1.3	Deputations - none	
1.4	Standing Orders – none	
2.	Confirm Minutes:	
2.1	Resolution: <i>"The public and public excluded minutes of the Board meeting of 19th December 2017 are taken as read and confirmed to be a true and correct record."</i> Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u>	
2.2	General Manager reported back on action items.	
3.	Grants:	
3.1	Resolution: <i>"The Board approves an additional \$265 for the Disaster Preparedness volunteer community group (payable to Red Cross)."</i> Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u>	
	Public Excluded Session (5.47pm) Resolution: <i>"The Board agrees to move into public excluded session to discuss agenda item 4. on the grounds set out in the agenda paper."</i> Moved Mr S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u>	
4.	Property	
4.1	Public Excluded	
	Into public session (6.50pm) Resolution: <i>"The Board agrees to move out of public excluded session back into open session."</i> Moved Mr S Kempton / Seconded Mr M Gray <u>Carried unanimously</u>	
5.	Correspondence requiring review and/or response:	
5.1	None	
64.	Documents for Approval under Trust Seal:	
6.1	Resolution: <i>"The Board approves the attaching of the Trust's seal to the annexure document authorising the transfer of the lease of land at 10 McMaster Street, Greytown from the Royal New Zealand Plunket Society to the Royal New Zealand Plunket Trust."</i> Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u>	
7.	Financial, Performance and Risk:	
7.1	Financial	
7.1.1	Resolution: <i>"The year to date spotlight financial report submitted by Rightway is received."</i>	

	Moved Mr S Kempton / Seconded Mr D Montgomerie	<u>Carried unanimously</u>	
7.1.2	Resolution: "The schedule of payments made for the month of January having been previously reviewed, found acceptable and authorised by the Chairman is retrospectively approved." Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr S Kempton / Seconded Mr W Regnault	<u>Carried unanimously</u>	
7.2	Operating Performance		
7.2.1	Management report for December Resolution: "The Board receives the December performance monitoring report." Moved Mr S Kempton / Seconded Mr M Gray	<u>Carried unanimously</u>	
7.3	Audit and Risk		
7.3.1	Nothing to report		
8.30pm	Resolution: "The Board agrees to waive Standing Order 4.2 and continue debate without taking a 15 min break." Moved Mr D Montgomerie / Seconded Mr D Wilson	<u>Carried unanimously</u>	
8.	General Business:		
8.1	Resolution: "The Board receives the written report of the General Manager and verbal briefing of the Deputy Chairman on the draft 2018 work programme." Moved Mrs C Rossiter-Stead / Seconded Mr D Montgomerie	<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 5.30pm, Thursday 15 th February 2018." Moved Mr S Kempton / Seconded Mr D Montgomerie	<u>Carried unanimously</u>	

Meeting closed at 9.08pm.

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

Confirmed at a meeting on the 15th of Feb 2018


Chairman