

NORTHLAND COLLEGE BOARD OF TRUSTEES

Minutes of a meeting of the Northland College Board of Trustees held on Wednesday, 22nd July 2020, commencing at 5.30pm

1.	ADMINISTRATION –		
1.1	KARAKIA: Matua John		
1.2	PRESENT: Kelly Yakas (Chair), John Kendal (Principal), Evan Smeath, Justin Blaikie, Clare Giesbers, Elodie Vujcich, Evan Rakena (Finance Manager), Jenn Burrows (HOL Arts), Beryl Dalton (Board Secretary)		
1.3	ALSO IN ATTENDANCE: Jorja Wharerau		
1.4	APOLOGIES: Keith Wihongi (1) RESOLVED		
	THAT the apologies be accepted.	w o	
1.5	ABSENT: Kohi Woodman	Keith - Carried	
2.	REGULAR REVIEW –	ACTION TO BE TAKEN:	
	(2) RESOLVED THAT our Agenda be amended to slot in the Finance Committee Meeting.		
2.1	FINANCE: Evan Rakena		
	Confirmation of last meeting Minutes 17 th June 2020: (3) RESOLVED		
	THAT the Finance Committee Minutes dated 17 th June 2020 are a true and accurate record. Kelly – Carried		
	No Matters Arising		
	 Finance Report Our Banking Staffing fluctuates throughout the year and needs to be monitored closely 		



The Kaikohekohe Trust debt for chromebooks is being paid off over four years (4) RESOLVED THAT the Finance Report be accepted. Kelly - Carried • We have finally received approval from the Ministry of Education to hold Fonterra Shares and can tick it off the Auditor's list. Farm Audit Stock Check – the Auditor's counting of our livestock was difficult but the animals' details are recorded with LIC so the numbers can be verified 2.2 5.46pm Evan departed **CREATIVE ARTS CURRICULUM REPORT:** Jenn Burrows Kelly -Read and discussed. advise Richard Leilua Would like more equipment and ventilation needs to 2.3 from ERO that Evan be upgraded. Smeath from the Farm Committee is 6.28pm Jenn departed available to meet with him on 7th September Request a meeting **PRINCIPAL'S REPORT:** with Colliers and 2.4 Read and discussed – see Action Points Farm Committee re farm house (5) RESOLVED THAT the Principal's Report be accepted. 2.5 John -John / Elodie - Carried • H&S Committee prepare a declaration **HIWA-I-TE-RANGI REPORT:** for new staff to sign Report taken as read. that they have read **H&S** procedures H&S Minutes to be **FARM REPORT:** sent to BOT Forestry Subcommittee Meeting – parts of the forest to be left to revert to natural bush - other areas need maintenance - leaf testing to be done first 8K to be donated to school for promotion



	 64C (Farm Manager's House) is owned by MOE – trying to get MOE (Colliers) to sell/transfer it to the Farm Committee – Farm Committee to pay Colliers \$150 pw rent backdated to 1st June 2020. Flood damage repairs to be done (6) RESOLVED THAT the Farm Report be received. Elodie / Clare – Carried	Justin – to send Evan and Suzanne details of removal houses
3.	ADMINISTRATION -	
3.1	 TERM 2 POLICIES REVIEW: Online Documentation and Self-Review Policy Employer Responsibility Policy 	
3.2	CONFIRMATION OF MINUTES – 17 th June 2020: (7) RESOLVED THAT the Minutes dated 17 th June 2020 be confirmed as a true and correct record.	
3.3	ACTION SHEET: ■ Elodie has made amendments to the MOA with Te Kotahitanga e Mahi Kaha Trust re restoration and maintenance of our farm waterways.	
	CORRESPONDENCE:	
	(8) RESOLVED	
3.5	THAT the Inwards Correspondence be received. Kelly – Carried	
	BOT STUDENT REP ELECTION 2020:	
	(9) RESOLVED	



THAT Beryl Dalton be appointed as the Returning Officer for the BOT Student Rep Election 2020.

Elodie / Justin - Carried

(10) RESOLVED

THAT Jorja Wharerau remain the BOT Student Representative until the end of her term in August 2020.

Clare / Justin – Carried

3.6

GENERAL BUSINESS:

A letter has been received from the Ministry of Education dated 19th June 2020 advising – "that approval has been given under Section 160(1)(b) of the Crown Entities Act 2004 to allow Northland College Board of Trustees to continue holding:

- 1. The following number of equity securities issued by:
 - a. Fonterra (91,226 shares);
 - b. Balance Agri Nutrients Ltd (3,150 shares);
 - c. Livestock Improvement Corporation Ltd (583 ordinary/1,749 ordinary nil paid shares).
- 2. Future bonus/rebate shares issued by each co-operative listed above from the date of this letter.
- 3. To accept or purchase additional ordinary shares issued by LIC as part of its share up requirement. This approval would not allow the board to purchase additional shares for share trading purposes."

3.7

Authority and signing rights over the above shares are held by the Chairpersons of the Board of Trustees and Farm Committee.

NEXT MEETING DATE: Thursday, 20th August 2020

MEETING CLOSED AT: 7.34pm with karakia by Matua John

Beryl – to set up Zoom conference calls for Evan Smeath to join BOT meetings instead of travelling



Confirmed by Chairperson	Date