



# Ahititi Board of Trustees

## Minutes – Wednesday 26th July 2023

### @4.00 p.m.

1. Administration (Nag 6)		
.1 Present	Christine Richardson (Principal), Becci Johnston – Presiding Board Member, Belinda Watson, Glen Evans, Cherry Crawford	
1.2 Apologies		
1.3 Declaration of Interests	Not Applicable	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	4.00pm 26 <sup>th</sup> July 2023	Becci/Chris
1.6 Matters Arising	Chris is still to write a letter to Tainui Cluster Meeting Tomorrow 27/7/23 to discuss.	
1.7 Correspondence		
2. Curriculum	Principal Report	Chris/Belinda
3. Review	Policy to review – Finance 2023 No amendments	Becci/Glen
4. Finance & Property	<ul style="list-style-type: none"> <li>• Creditors paid \$3720.17 June/July</li> <li>• Awaiting New Stove ordered for \$614.17 to be added to Asset Register. Due for arrival approximately 26<sup>th</sup> July 2023.</li> <li>• Budget amendment. - Accepted</li> <li>• Add Term investment of \$50,000.00.- Accepted</li> <li>• Sent 10 Year Property plan to Chris @ ESC</li> <li>• Awaiting Quote from Noel Leeming for 4 High definition Wi-Fi Security cameras, plus installation.</li> <li>• Get another quote for Security cameras</li> </ul>	Chris/Becci  Becci/Glen Becci/Glen  Belinda/Chris
	<ul style="list-style-type: none"> <li>• Quote attached for the plumber to hook hot water and install a dishwasher in the kitchen.- Accepted</li> <li>• Budgeted in the 5 YA Property Plan</li> </ul>	Chris/Cherry
5. Health & Safety	<ul style="list-style-type: none"> <li>• Monthly Safety &amp; Hazard Check completed by D Innes.</li> </ul>	
6. General	Faye Innes is absent on sick leave for a time.	Belinda/Cherry

*Chidford*



# Ahititi Board of Trustees

## Minutes – Wednesday 23<sup>rd</sup> August 2023

### @4.00 p.m.

1. Administration (Nag 6)		
.1 Present	Christine Richardson (Principal), Becci Johnston – Presiding Board Member, Belinda Watson, Glen Evans, Cherry Crawford	
1.2 Apologies	Glen Evans	
1.3 Declaration of Interests	Not Applicable	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	4 pm Wednesday 23 <sup>rd</sup> August 2023	Belinda/Becci
1.6 Matters Arising	The stove has been installed Faye is back at work	
1.7 Correspondence		
2. Curriculum	Principal Report	Becci/Cherry
3. Review		
4. Finance & Property	<ul style="list-style-type: none"> <li>Finance and Property Report attached</li> </ul>	Becci/Chris
5. Health & Safety	<ul style="list-style-type: none"> <li>Monthly Safety and hazard Check completed by D Innes.</li> </ul>	
6. General	Meeting for Tainui Cluster Pet Day, not many people attended. Our Pet Day will be on Tuesday 17 <sup>th</sup> October 2023. Board Training available 1 <sup>st</sup> November 2023	Chris/Cherry
7. Meeting Closure	4.52 pm	
8. Next Meeting	Wednesday 20th September 2023	