

**LAKE ROTOITI BOARD OF TRUSTEES MEETING**  
**THURSDAY 23<sup>rd</sup> March 2017 @ 3.15pm**

**Present**

Giles Panting, Rachel Allright, Phil Crawford, Dominique McCrostie, Anna King, Nicky Crawford, Ian Thorneycroft

**Matters Arising**

C21st Learning – Good discussion regarding 21<sup>st</sup> Century learning, modern learning environment and how it applies to our classrooms. (NB: following watching the clip <https://www.youtube.com/watch?v=f0RyaAsVNGU>)

Classroom renovation – Giles has talked with property advisor at the Ministry of Education to discuss the projected costs of the classroom renovation but no resolution as yet.

TSL Licence – Exam date is 12 April so DM will book in and sit to get a Passenger TSL licence. Giles moves that school covers the costs of the exams and application it. NC seconded. All agreed.

**Action: DM to sit exam and investigate insurance for the public liability.**

Request for police presence during bus runs – Police have confirmed they already have an increased presence in the village and on SH63, but cannot guarantee when this will be during each day.

Storage Containers – Giles got quotes for second hand containers. AK has one on her property which the owners have offered for \$1,000. Decision was made to purchase it as it was a very good deal, compared to the other quotes supplied.

Last meetings minutes are approved by AK, seconded by PC.

**Reports**

**Principal's Report** *(previously circulated)*

School camp was a resounding success, cost per child was \$230 for food and activities. Entire camp was very good value; excellent food (quality and quantity) and good quality support from their qualified instructors. As a result we may need to review how we approach school camps in the future - possibility of going back to Living Springs every three years, with low key camps in the years between, in order to spread the cost for KEA.

Swimming pool permits have been granted with the start date expected in the next couple of weeks. Aim is to have swimming pool up and running on the 1 November 2017. There was discussion around the sale of the existing structure.

**Action: Giles to take photos of the structure to prepare for listing for sale.**

School house - Chris and Tracy have given notice for the school house (from the 1<sup>st</sup> May), which could impact what improvement works we can get done on the school house. More discussion regarding the rangehood to be done after final inspection is done.

## **Monitoring**

### Finance

Budget still needs to be updated in the financials so can't approve them at this stage. Everything (ie. spending) however appears to be tracking in line with new budget with the exception that the mower expenses have exceeded the budget due to mower repairs.

### Property

Carpark fence – Quote for Labour \$2,500 (exc. GST) to put rope barriers across carpark and in front of Junior classroom with two wooden gates across the pathway. Goldpine can do a deal on posts and gates etc. Ian suggested ITM as a more cost effective supplier.

**Action – Giles to pursue with Watty re: his quote and order materials**

School House – Following discussion, all agreed that the Board will carry out a full inspection of the school house once it is empty and reconsider the priorities for updating and renovating. This inspection will take place on Friday 5<sup>th</sup> May at 1.30pm

**Action – Board to inspect schoolhouse, 05/05/17, 1.30pm**

Classroom renovation – As above

Swimming pool – As above

### Health and Safety

Health and Safety Register – GP and AK are on track to complete this by our June deadline.

**Action: Giles and Anna to complete register update.**

Issues re trampoline have been raised.

**Action: Anna and Giles to look at its condition.**

## **Any Other Business**

Trustees Code of Conduct – the points of the Trustee's Code of Behaviour were gone through again. Going forward, we plan to revisit this regularly, so that it is fresh in our mind. Giles pointed out that even if not adhered to a Trustee cannot be removed from the Board, but the board can issue a letter of sanction if it is deemed someone is not adhering to it.

School house works – With tenants moving out it is the ideal time to do the repairs on the house, bathroom, carpets etc (approx. \$30,000). Big question is whether we have the finance to do the repairs.

Playgroup/hall committee – Casual playgroup want to use the hall as a gathering space but the hall committee want them to come to the school. View of the school is that it's not up to us to accommodate community groups even if they have children, especially as we no longer have the space to provide for a playgroup.

**Action: Phil to talk to some Hall Committee members about the school's position**

Scout regatta – Scouts have asked if they can use the school field for camping, they are entirely self-contained with around 80 children with all cooking and catering done at the hall and are offering us \$250. Board approves.

KEA/Upcoming costs – Possible concerns regarding upcoming costs and Kea's bank account but with the Living Springs camp coming in under budget and future kea jobs Kea should be able to cover costs.

***The Board went 'In Committee' to discuss sensitive items.***

**Meeting closed at 6:30pm.**

**Next Meeting - Friday 5/5/17 @ 1.30pm at school house**

**Full Board Meeting – Thursday 11<sup>th</sup> May, 3.15pm**