



Meeting of the Garin College Board of Trustees
4 December 2019, 5.30pm, W1 off the Library
Minutes

Opening Prayer/Reflection	Markelle Ward
Present	Chris Ward, Ann Ritchie, Markelle Ward, Katie Herd, John Noble, Roman Birch, Selwyn Mason, Fr Bill, Sarah Binns, Dave Ashcroft, John Maguire
Apologies / welcomes	Iain Hall, Katrina Ward (for lateness) - arrived 6.11pm
Special guest presentations	None
Minutes of Previous Meeting	November Minutes Board accepted Sarah Moved Accepted John M
Matters Arising	<ul style="list-style-type: none"> • John M to send email to Parents re Donation Letter Emailed to parents • Board members to visit Hostel December 2 Board members visited Hostel
Matters for decision <ul style="list-style-type: none"> ▪ Correspondence for decision ▪ [other items listed as appropriate] 	<ul style="list-style-type: none"> • Draft 2020 Budget Board Paper #1 <p>John and Ann answered questions in relation to the size of the projected deficit and the timeline for the audit and finalising of the accounts. The budget has been prepared using conservative income estimates and management have the ability to phase capital spending to ensure the books are balanced.</p> <p>Proposed Resolution: The following motions need to be adopted by the BOT to facilitate the annual account preparation and audit processes:</p> <p>John Moved that the Board approve the 3 resolutions below</p> <ol style="list-style-type: none"> 1. 'That the Board approves the inclusion of a budget for Ministry paid teacher salaries in the 2019 Statement of Comprehensive Income. The budget shall be equal to the actual teacher salary costs for 2019 year and will include an income amount and an equivalent expenditure budget.' Moved John Maguire Second Roman Approved 2. 'That the Board approves the inclusion of a budget for the use of land and buildings equal to the Archdiocese of Wellington's estimate of notional lease cost for 2019. The

2019 figure will include an income amount and an equivalent expenditure budget.'

Moved John Noble Second Katie H

Approved

3. 'That the Board authorises the Board Chairperson and the Principal to sign the Statement of Responsibility for the 2019 Annual Accounts on the Board's behalf when confirmation is received that the audit has been completed.'

Moved Fr Bill Second Markelle W

Approved

Proposed Resolution:

4. 'That the Board approve the draft budget for the 2020 year showing a deficit \$26664'

Moved John Maguire Second Dave A

Approved

- Management encouraged to come back to the board during the year once strategic plan is adopted to determine if the agreed budget is adequate, particularly in relation to PLD.
- Funding possibly available to areas in the College that may need support throughout 2020 e.g. SENCO.
- International hostel students are not guaranteed hostel places, and are found homestays if no room in Hostel
- Accept that comparisons are made with other schools in terms of costs, but we are not competing with other schools.
- Health and Relationship Consultation Board
Paper #2

Proposed Resolution:

1. 'That the Board of Trustees adopt the revised Garin BOT Draft Health Curriculum Delivery Statement as presented, as the Garin College Board of Trustees Health Curriculum Delivery Statement for the 2020 - 2021'

Moved John Maguire Second Dave A

Approved

John to send thank you message to the Garin Community for their input of the Health Curriculum Consultation 2019

- Subdivision 45 Champion Road **Board Paper #3**

Proposed Resolution:

'That the Board of Trustees advise that they concur with ADW and support the request approval of the services easement request as presented by the Les Bowman to

	<p>ADW. The BOT acknowledge that any inconvenience for the college during the construction period would not adversely affect school operations and that the Board will need to manage the inconvenience with the neighbour / contractor during operations.</p> <p>Moved John Maguire Second Sarah B Approved</p> <ul style="list-style-type: none"> School Audits: <p>Recommendation: <i>That the letter and audit report from the auditor general be noted and that the finance committee be asked to consider the important matters raised in the letter.</i></p> <p>Moved Chris W Second Ann R Approved</p>
<p>Matters for discussion</p> <ul style="list-style-type: none"> Progress Towards Strategic Goals Principal’s Report Correspondence for discussion [other items listed as appropriate] 	<ul style="list-style-type: none"> Strategic Plan (20-30 mins) John M gave an update of work done to date on Strategic Plan <p>Roman tabled results of the staff Consultation of Garin College Vision</p> <p>Current Vision: <i>Our graduates will be young Christian men and women of faith, hope and integrity, people who have a sense of right and wrong, and a sense of their responsibility to make a difference.</i></p> <p>Draft Revised Vision: <i>Our graduates will be Christ-centered people of faith, who action this with love and wisdom within their community.</i></p> <p>Board acknowledge staff feedback to Vision. Very inspiring. John M will continue working on the Strategic Plan for presenting to the Board in February, and will circulate a summary of the information he presented to the BoT.</p>
<p>Matters for information</p> <ul style="list-style-type: none"> Committee Reports Correspondence for information [other items listed as appropriate] 	<ul style="list-style-type: none"> Hostel Committee, Markelle gave feedback from the Hostel meeting held last week. Focus on the future of the Hostel , commencement of feasibility study for hostel expansion. Garin College Education Trust – Board member vacancy. Discussion was held identifying financial skills and experience were desirable Chris moved Ann Ritchie be appointed to the GCET Second Sarah Binns Finance Committee Garin College in a stable financial condition CSS Announcement Letter

	John Noble attended his last meeting. He spoke of his experiences on the Board.
Tabled Business	Vote Chair at January Meeting. Any trustee interested in standing to contact John prior to the meeting
"In Committee" Business	Chris W Moved Roman B Second Time in: 7.12pm Chris W Moved Fr Bill Second Time out: 7.32pm Approved
Closing Prayer	Markelle Ward
NEXT MEETING DATE	2020 Dates Confirmed Next meeting: Tuesday 4 February
Evaluation of meeting	Evaluation document tabled at meeting Board members completed Evaluation form at meeting