

PRESENT: Ida Dowling (Chair), Louise Campbell (Principal), Paul Bartlett, Adrienne Faulkner, Kiri Hannifin, Stacey Mowbray, Suzanne Sherwin, Jo Va’auli

OPENING PRAYER: Ida Dowling

IN ATTENDANCE: Adrienne Rossiter (for Item 3), Therese Turnock (Minute Secretary)

APOLOGIES: Kerry Marshall, Scott Munday

	ACTION REQUIRED/ STATUS	PERSON/WHEN
1. Ida welcomed everyone to the meeting at 6.40pm and led the opening prayer.		
2. Conflicts of interest - no new conflicts declared.		
<p>3. In Committee item – PRINCIPAL’S APPRAISAL AND PERFORMANCE TARGETS I move that the public be excluded pursuant to Section 48 of the Local Government Official Information and Meetings Act. The reason is to discuss a matter of personnel.</p> <p style="text-align: right;"><i>Ida/All in favour</i> <i>Louise departed</i></p> <p>Into Committee 6.43pm Out of Committee 7.35pm</p> <p style="text-align: right;"><i>Louise returned</i></p> <p>Louise was thanked for her work through a challenging year by all the members of the Board. Adrienne Rossiter had given excellent feedback.</p>		

4. COMMITTEE REPORTS

4.1 Marketing Report

- Jo gave a verbal report to members.
- A meeting was held with a school website provider. A similar look is sought to St Mary’s College website.
- A meeting was also held with professional photographers with a view to providing content for the new website.
- It is planned to have a useful portal for MHB families.
- The design will be shown to Board of Trustees members next year, with a view to launching early in 2018.
- A promotional brochure will be produced.
- Suzanne has made a spreadsheet of ideas for keeping the marketing stream alive.
- The Board of Trustees will need to find people to carry out the various tasks, hopefully from the school community.

5. MINUTES 28 NOVEMBER 2017 / MATTERS ARISING

- 1) Item 7 Donation letter – resolution should read:
To increase the Family Assistance contribution by \$50 to \$65 per family, with a commentary about ability to contribute more.
- 2) Item 10.1 Policies – Kerry to circulate her Policy update.

Moved that the minutes of the Board of Trustees meeting on 28 November 2017, as amended, be accepted.

*Ida/All in favour
Carried*

OPEN

Kerry

6. CORRESPONDENCE

Inwards:

1) None listed.

Outwards:

1) None listed.

MEETING CLOSED: 7.50pm Members held an end-of-year dinner after the meeting.

NEXT MEETING: 6.30pm Tuesday 13 February 2018

Tentative dates for 2018:

13/2 (confirmed), 27/3, 24/4, 29/5, 26/6, 31/7, 28/8, 25/9, 30/10, 27/11, 11/12