

CONFIRMED MINUTES

TE KOROWAI TRUSTEE MEETING



At the **Board Meeting** on **17 Jun 2020** these minutes were **confirmed as presented**.

Name:	Te Korowai o Waiheke
Date:	Tuesday, 7 April 2020
Time:	10:00 AM to 8:00 PM
Location:	Waiheke Adult Learning Centre, Oneroa
Board Members:	Grant Leach, Brent Impey (Chair), Jonah Kitto-Verhoef, Karla Allies, Nicola Bowman
Attendees:	Ruth Macleod, Mary Frankham, Phil Brown
Apologies:	Shane Brealey

1. Opening Meeting

1.1 Previous Minutes to be adopted

1.2 Availability of Board Minutes for Public Viewing

Board agreed that TKoW have a set of 'Board Only' Minutes and also Minutes for Public Viewing.



The Public Minutes to be prepared for viewing, ideally in June 2020 by Ruth MacLeod.

Ruth prepared the minutes for public viewing. Ruth's comment: It may pay to clarify why we have chosen to have board only sections if required that will not be published. From what I recall it was if the discussion related to discussions about personnel...could be other things, worth clarifying so we're being transparent about how transparent we're going to be and why....

Due Date: 12 Jun 2020
Owner: Mary Frankham

1.3 Open invite to public to attend Board meeting 12 June 2020.

As per TKoW Charter, an invitation is to be prepared for public attendance at the next Board meeting for part or all of the meeting (TBC). Mary Frankham to organise invitation communications.

1.4 CE Board report from 11 Feb – 3 April 2020

- The Board Pack, including Finances were presented by CE Mary Frankham and key issues discussed. It was agreed as Pre read prior to attendance. The key items of discussion were around the potential Impact on the Program as a result of Covid 19.

- The most pressing issue was the postponement of the Stoat Eradication program due to Covid 19 lock down measures. The Board agreed with the recommendation to Close the Traps until Further Notice and at a time when it is confirmed the field staff can safely and routinely check the traps. It was highlighted that ideal date for reopening the traps was pre-September to ensure we were ready and prepared for the commencement of the Stoat Breeding Season.
- The Board discussed the Solvency of TKoW looking forward and issues to consider should funding gaps occur as a result of Covid 19. No decision made as currently projecting cash surplus in short term.
- A separate Funding Subgroup will be established to ID avenues for future funding initiatives.
- The Changes to the Auckland Council Funding Agreement primarily around the terminology amendments were discussed for Board understanding and clarity.



Staff Funding Plan recommendation

Staff Funding Plan recommendation was discussed with Key employees retained but reduced to 80% of ordinary work hours and income.

Moved: Brent Impey, Seconded: Nicola Bowman

Decision Date:	7 Apr 2020
Mover:	Brent Impey
Seconded:	Nicola Bowman
Outcome:	Approved

- Operational Plan Rework

Mary updated the Board on PF2050's request for a rework of TKoWs Operations Plan and the delayed time to the date requested. The board understood and agreed with the rationale. Next steps were the TKoW TAG to meet and discuss.

TKoW's Financials were discussed. No issues arose. It was requested that the 'readability' be improved for future Board meetings.

1.5 Interests Register

1.6 Other matters: None

1.7 Action List

2. Close Meeting

2.1 Close the meeting

Next meeting: Board Meeting - 17 Jun 2020, 6:00 PM

Signature: _____

Date: _____