

Te Korowai o Waiheke Trust Board Meeting

12th June 2019 at 6pm at NZT Offices, Auckland

1. Attendees: Grant Leach (Chair), Ruth Macleod, Brett Butland, Shane Brealey, Nicola Bowman, Jonah Kitto and Karla Allies
2. In attendance: Mary Frankham, Jo Ritchie (for item 9 at 7.30pm)
3. Welcome: Grant welcomed all to the meeting, particularly Jo.
4. Apologies:
Mahu Rawiri and Brent Impey
Motion: That the apologies be accepted. Moved Jonah; Seconded Shane.
Carried
5. Minutes of previous meeting:
Motion: That the minutes of the meeting held on 10 April 2019 are a true record of the meeting. Moved Shane; Seconded Jonah. Carried
6. Matters arising:
Discussed in the CEO report
7. CEO Report:
Noted the report with the following further discussion:
 - a. Shared service agreements - noted work to date to produce service agreements with Auckland Council and DOC that will provide clarity of roles, support and support mechanisms.
 - b. Finances -
 - i. Noted an operating surplus due to delayed payment of establishment costs and savings.
 - ii. PF2050 have withheld an instalment payment because of the Trusts positive bank balance. Mary is actively discussing the implication of this position with PF2050.
 - iii. **Motion:** That the income and expense report (as circulated with the Agenda) from December 2018 to 31 May 2019 be accepted.
 - iv. **Motion:** That the accounts payable (as circulated with the Agenda) for the period December 2018 to 31 May 2019 be approved.
 - v. **Motion:** That until the accounting and financial policies are written and adopted by the Board, that the Trust holds \$150,000 in operating reserves.
 - vi. **Motion:** That Christchurch Community Accounting be engaged to finalise the 30 June 2019 accounts and complete a financial audit of the accounts.
The approach to financial audits is to be reviewed for the following period.

Motions were tabled as a block. Moved Ruth, Seconded Shane.
Carried
 - vii. Noted that the board agrees to the establishment of accounting and financial policies, including delegated financial authorities (DFA's).



- viii. Noted that instalment payments from PF 2050 and Auckland Council are preferred no later than September and March.
 - c. Agreed to have calendar of substantive items for Board meetings based on the Trusts' business calendar.
 - d. Trustees to return any comments on the Engagement Calendar, Communications Plan outline, and the Eradication Operational Plan outline (all circulated with the Agenda) to Mary asap.
 - e. PF2050 milestones - existing milestones are being amended in discussion with PF2050.
8. Trust Deed amendment:
Trustees agreed to amend the Deed by:
- a. deleting the definition of "Steering Group" at clause 1.1;
 - b. amending clause 5.2 to read, the following:
"5.2 Trustees will be appointed and removed by the Trustees by unanimous decision in writing provided that if there is a vacancy of a Trustee position that results in the number of Trustees being less than 5, then a majority of the Trustees may appoint such number of new Trustees as takes the number of Trustees to 5."
 - c. all other provisions of the Trust Deed remain unamended and in full force and effect; and
 - d. references in the Trust Deed to "this Deed" shall be references to the Trust Deed as now amended.
- Trustees signed relevant documents to implement these amendments.
9. Predator control, Suppression and Eradication:
Jo Ritchie presented a thorough and informative presentation on the differences between predator control, suppression and eradication so that, as Trustees, we understand and use the terminology correctly. A copy of Jo's presentation is attached for future reference.
10. General business:
Nil
11. Closure:
The meeting closed at 8.30pm
12. Next meeting:
- a. Strategic planning meeting - 16 July at NZTE offices, 6 - 7.30pm
 - b. Board meeting - 13 August at NZTE offices, 6 to 8pm

