

**Minutes of the December Meeting of the Matamata College Board of Trustees  
held on Tuesday 15<sup>th</sup> December 2009 – 7.00pm**

**Present:** G Rowsell, L Parish, A Munro, L Smith, B Williams, G Baker, P Watkin,  
C Cooke, M Liddle, J McCormack.

**Visitors:** Dianne Pepperell and Jan Barnes.

**Apologies:** P Vossen, B Tuhakariana, W Gage. G Rowsell/M Liddle carried

**DHB New Dental Clinic proposal to be sited at Firth Primary.** Jan Barnes provided further information following the letter received from the Firth Primary Board seeking assistance to remove a classroom for the proposed new clinic building site. Further detail and explanation was given. No green site available at Firth for the clinic, will treat 0-17yrs, one off payment request, currently 40% of secondary students are not receiving dental health care. Will be a community asset, 35 yr lease for the super clinic. Extended hours for treatment appointments, will employ a dental co-ordinator. Following the discussions the Board **Moved:** That they would pay Firth Primary's request for the one-off payment of \$3000 to assist with the cost of establishing a green site for the Dental Clinic to be built on. L Smith/G Rowsell carried

**Minutes of the previous meeting:**

Minutes of the Board of Trustees November meeting held on Tuesday 24<sup>th</sup> November 2009 were read and accepted as a true and accurate record.

G Baker / B Williams Carried

**Matters Arising From Previous Meeting Minutes:**

- B-Safe Electrical Appliances testers provided an excellent and efficient service to the college.
- Replacement of School Van – TIC feedback – that it is important to have the school vans for transport to sport.
- Tainui Trust proposal – will provide 1 week work experience with Mighty River Power. This is a trail initiative, targeting Yr12-13 students, placements available to Morrinsville and Matamata College students on the Tainui roll.

**Correspondence:**

- S Hancock – FPS America fundraising request for a resolution for funds to be able to claim grants with various Gaming Trusts. – Advise Sue that need to pass specific resolutions for each application. Glenn will liaise with Sue and Ivan Knyvett.

**Moved - that the Inwards correspondence be accepted and the outwards approved**

B Williams / P Watkin carried

**Finance Report:** Bret discussed Finance reports as no Sub-committee held this month. Current Working Capital, even adjusted for Matamata Transport Network Groups funds and the Gym donation, are up by 17K. All projections are showing a net surplus of \$25000 with a \$40000 reduction to working capital by Year end.

Discussed 2010 Budget as circulated \$41000 deficit budget with a projected reduction to working capital of \$81000, however this includes the significant purchase of the Successmaker literacy software at \$25,000, provision for a replacement van, additional security cameras and Board funding support of Teacher Aides in the school.

Moved: that the budget as prepared for the Financial Year ending 31 December 2010 is approved. L Smith/B Williams carried

Discussed reports for November.

- Need to make progress on establishing credit card facilities asap as this may encourage better payment of fees and donation.
- Canteen – margins not looking as good. In new year encourage the making of value added products on site. Student feedback – need more food to be available at lunch time.
- Truancy need to invoice for term 3.

**Moved:** The payments for November of \$407816.39 be approved.

B Williams/P Watkin carried

**Moved:** That the Finance Report be accepted.

B Williams/P Watkin carried

**Principal's Report:** Final meeting for year – no report given.

**Property Committee Report:** No Subcommittee held

Peter Vossen discussed progress on current projects.

- A Block refurbishment under way. To be completed for start of school year.
- Follow up with Ian Thorn re: progress on his disputed variations.
- Lucas Gym floor – put off to next year. Peter Vossen and Glenn Baker to set spec's so quotes can be called for.
- TLC veranda completed.

**Moved:** Property report be accepted.

P Vossen/G Baker carried

**Maori Report: NIL**

**Student Report: NIL**

**Staff Representative: NIL**

Rick Murray – Careers report for next meeting - again. Thanks to the Board for their contribution to transport for the Staff Xmas function – best in a while, well attended.

**PIM Report:**

**Sports Club Report:**

Evening held to introduce the Sports Club to new staff – staff unaware what sports club spend their money on. If new Gym proposal goes ahead need to re-configure the playing fields again.

**Policies: Nil**

**Chairpersons Report:** Received feedback from Glenn Rowsell's appraisal - Very good report.

**Audit Committee Report: NIL**

**General Business:**

- Joint Venture Gym Submission to MPDC - Feedback received after submission to District Council was great. The council were impressed with the numbers attending to show their support for the proposal.
- Board Xmas do – Bossen House Te Aroha, \$35pp, 5.30 nibbles, meal at 6.30, BYO.

**There being no further business the meeting closed at 8.35pm.**

**Next meeting:** to be advised in the new year.

**Confirmed as a true and correct record.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chairperson Board of Trustees**