

CONFIRMED MINUTES

CBHS BOARD OF TRUSTEES' MEETING



At the **CBHS Board of Trustees Meeting** on **14 Mar 2023** these minutes were **confirmed as presented**.

Name:	Christchurch Boys' High School
Date:	Tuesday, 13 December 2022
Time:	5:30 pm to 6:30 pm (NZDT)
Location:	Adams House, 70 Harakeke Street, Christchurch
Board Members:	Michael Singleton (Chair), Al Drayton, Analisa Elstob, Andrew Haig, Emily Flaszynski, Mark Zino, Matt Horn, Nathan Mauger, Nic Hill, Tim Cookson
Attendees:	Steve Fraser, Kathryn Doig
Notes:	This meeting was conducted electronically due to sickness. All attendees were invited by the Chair to communicate via email regarding agenda items.

1. Administration Matters

1.1 Attendance/Apologies

Due to sickness, this meeting was conducted electronically, via email.

1.2 Conflicts of Interest

M Singleton noted a conflict in relation to the Headmaster's recommendation in respect of the potential tour to South Africa as one of the parents referred to in the supporting paper. Had the meeting proceeded, he would have vacated the Chair should there have been any discussion.

A Haig also noted a conflict in relation to the Headmaster's recommendation in respect of the potential tour to South Africa through his potential role as Parent Support for the trip, and his son being a possible player/tourist.

1.3 Confirmation of Minutes

CBHS Board of Trustees Meeting 15 Nov 2022, the minutes were confirmed as presented.



Previous Minutes Confirmed

Moved that the minutes of the CBHS Board of Trustees' meeting on 15 November 2022 be approved as a true and accurate record of the meeting.

Decision Date: 13 Dec 2022
Mover: Nic Hill
Seconded: Michael Singleton

Outcome: Approved

1.4 Action Item List

Due Date	Action Title	Owner
13 Dec 2022	Diarise induction review meetings with new Board members. Status: Not Started	Kathryn Doig

Items will be reviewed at the February 2023 meeting.

2. Student Representative Report

2.1 Student Representative Report

The Student Representative Report is a verbal report. There was no report at this meeting due to the meeting being conducted electronically.

3. Governance

3.1 BOT Induction

No discussion, due to meeting being conducted electronically.

4. Headmaster's Report

4.1 Headmaster's Report

The Headmasters Report was taken as read.

Members were asked to vote on his recommendation that the Board give planning permission for an April 2024 Rugby tour of South Africa in line with the Board's Overseas Tour Protocols.

The Board noted the requirements of the protocols including that interim RAMS and Budget need to be submitted in July 2023 for approval and the final RAMS and Budget in November 2023.

M Singleton and A Haig abstained from voting on this issue.



Planning Permission for an April 2024 Rugby Tour of South Africa Approved

Moved that the Board give planning permission for an April 2024 Rugby tour of South Africa in line with the Board's Overseas Tour Protocols, subject to the requirements of the protocols including that interim RAMS and Budget be submitted in July 2023 for approval and the final RAMS and Budget in November 2023 for approval.

Decision Date: 13 Dec 2022
Mover: Nic Hill
Seconder: Analisa Elstob
Outcome: Approved

4.2 Health, Safety and Wellbeing

5. Sub-Committees

5.1 Adams House

5.2 Resources and Property Committee

With reference to item 4.2 of the Resources and Property Committee Meeting Minutes of 6 December 2022, which were provided in the agenda for this Board meeting, the Chair of the Resources Committee requested approval from the Board to purchase 4 replacement MIG welders for school as unbudgeted capex, and increase its budgetary commitment to the Sports Facility Shed to \$515,000. Following a brief email clarification discussion around whether the contingency requested would be sufficient to complete the shed area in the current climate, all members were in favour and both requests were approved.



Purchase of Replacement MIG Welders Approved

Moved that the Board approves the purchase of 4 replacement MIG welders up to the value of \$8,000, as unbudgeted capital expenditure.

Decision Date: 13 Dec 2022
Mover: Andrew Haig
Seconded: Mark Zino
Outcome: Approved



Moved that the Board increases its budgetary commitment to the Sp...

Moved that the Board increases its budgetary commitment to the Sports Facility Shed to \$515,000 (an increase of \$101,000) and makes an additional allowance of a further \$35,000 (total budget \$550,000) as project contingency to be expended on reasonable, unknown increased costs on the project and delegate the authority of such expenditure to the Chair of the Resources Committee and the Headmaster. The additional funding will be drawn from unbudgeted capital expenditure.

Decision Date: 13 Dec 2022
Mover: Andrew Haig
Seconded: Mark Zino
Outcome: Approved

5.3 Audit Committee

No report due to the meeting being conducted electronically.

5.4 High School Old Boys

No report due to the meeting being conducted electronically.

5.5 Te Kura

No Te Kura meetings have been held since the November Board meeting.

5.6 PTA

No report due to the meeting being conducted electronically.

6. General Business

6.1 Correspondence Inwards

Three items of correspondence were noted for information.

6.2 Correspondence Outwards

There was no outwards correspondence.

6.3 Next Meeting Date

7. Public Excluded Session

7.1 Motion to Exclude

8. Meeting Close

8.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____