

**Confirmed Minutes for Tē Rūnanga o Waihao Executive Meeting
On 13th August 2017, Commencing at 1.05pm
Waihao Marae**

Present	Executives: Graeme Lane (Chairperson), Ivy Johnston, Sara Bentley, Sue Eddington, Wendy Heath, Jennifer Thomas Also: Howard Marshall, Martyn Smith and Dardanelle McLean-Smith whom all left at 3.40pm And: Ron Donaldson (Marae Manager and Minutes)		
LOA			
Nga Mate			
Reference	Discussion	Motion	E.A.
Karakia	Wendy Health & Safety Brief The Chairperson gave an overview of procedure in place for any emergency at this venue. In Committee - Employment Minutes of the Previous Meeting – 11 th June 2017 The minutes were approved with the following amendments:	Jennifer moved to accept the minutes Wendy seconded this. All in favour. Carried.	
	Matters Arising from Previous Meetings Minutes		
	GB6 - Discussion was held around exploring a heating grant, this will be carried over to the next meeting where the Grants committee will report back		424
	GB8 - Zoom meetings, it was discussed that whānau could possibly join zoom meeting as long as they did not participate in discussion. Ron to explore if this is possible		425
	GB16 – The question was raised why the Sept meeting date was changed. The chair explained why this had been decided. The date of the 1 st Sept stands		
	GB15 – Dardanelle requested that a travel budget be included in the 2017/18 budget, this was opposed by some member who suggested that each Event Proposal should include a budget for travel. It was pointed out that this had been raised by Jo at the whānau meeting.		426
	Agenda Item 5 – Ron informed that he had purchased an airbed. The executive requested that he purchase 10 beds to trial.		
	Treasurer Report A discussion was held around reimbursements and it was agreed that moving forward that the delegated signatories would take more carriage on approval/disapproving these. And that in future any reimbursement that do not follow policy will be rejected. All reimbursements except for 081711J and 0817Sue4 (which were withdrawn) were endorsed. It was requested that Ron amend the Reimbursement Policy to reflect that any person who uses their vehicle to transport 2 or more kaumātua to any Executive Endorsed event be entitled to claim travel. Marty presented the Treasurer Report which had been presented earlier at the whānau meeting	Wendy moved that the reimbursements be endorsed, Seconded Marty – carried Marty moved that the Treasurer Report be accepted, Wendy Seconded - Carried	427
Agenda Item 4	Ron request that this item be removed from future agendas as the newly formed wellbeing committee could take carriage of this. Dardanelle endorse the removal of this item		
Agenda Item 5	Dardanelle inform executive of this possible funding and wish to make them aware of it		
Agenda Item 2	Ron gave a quick overview of why he wrote the letter to the executive and asked them to read it and suggest ways of advancing some of the issues raised		

Agenda Item 6	Ron asked if EA.394 could be withdrawn as per his letter to the Executive. The executive agreed that more discussion would be required. In the interim Ron to close the EA		
Agenda Item 7	Ron gave the Executive an update of information he had received in relation to Irai's position at Ngāi Tahu. It was decided the Education Committee would look into this and report back to the September Executive meeting		428
GB 1	It was raised that meeting and governance training be explored. Ron to look at different options available and report back at the next Executive meeting		429
Registration Applications			
	The following new registration were endorsed to be entered onto the TRoW database a) Lila Young b) Raymond Millard c) Joseph Millard d) William Heath-Bohm e) Tiana Mihaere f) James Curwood g) Shay Edwards h) Timua Brennan i) Timua-Angel Waru	Wendy moved that a) Lila Young b) Raymond Millard c) Joseph Millard d) William/Heath-Bohm e) Tiana Mihaere f) James Curwood g) Shay Edwards h) Timua Brennan i) Timua-Angel Waru be added to the whānau register. Howard seconded. All in favour. Carried.	
Executive Actions			
	The follow action were requested to be closed EA.409, EA.390, EA.234, EA.364, EA.394		
Nominations & Invitations			
	The following nominations for endorsed Workplace Health & safety Committee - Michelle Reid and Jennifer Thomas Wellbeing Committee – Karyn Reid, Dardanelle McLean smith and Marty Smith	Sara moved that the listed nominations be accepted Workplace Health & safety Committee - Michelle Reid and Jennifer Thomas Wellbeing Committee – Karyn Reid, Dardanelle McLean smith and Marty Smith Seconded Wendy - Carried	
Authority to Drive			
	Irai Weepu	Sue moved that Irai's application be accepted Seconded Jennifer - Carried	
Policy			
	The External Funding policy was presented	Wendy moved that the External Funding policy be accepted, Seconded Graeme - Carried	

	General Business		
	The executive endorsed \$2,000 to replace the marae internal doors.	Jennifer moved that \$2,000 be allocated to replacing the wharenuī internal doors Seconded Wendy -carried	
	The executive request that a commercial planting schedule be presented by the garden committee as they would like to see the whole garden area utilised including some acid free tomatoes	Jennifer moved that a planting schedule be presented for the garden Seconded Ivy -Carried	
	Summary		
Karakia	Wendy		
Closed.	Meeting closed by the Chairperson at 4.30pm. The next scheduled meeting date for the Executive is Friday 1 st Sept 5.30pm (zoom)		