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# Macleans College Board

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## MINUTES

### Meeting held at 5.30pm, Tuesday 18 February 2025 - Boardroom

**1 PRESENT**

Meeting commenced at 5.35pm.  
The Presiding Member welcomed everyone to the meeting.

**2 IN-ATTENDANCE**

Richard Wilkie (Presiding Member)	Graham Bodman
Steve Hargreaves (Principal)	Jocelyn Cameron
Joanna Chui (Staff representative)	Richard Spong
Patrick Lau (Business manager)	Anson Lin
Lizzie Simpson (Board secretary)	John Ling
Maheep Malik (Student representative)	Rosa Chow
Tony Gillion	

**3 APOLOGIES**

Nil

**4 CONFLICT OF INTEREST**

NIL

**5 CODE OF CONDUCT**

All Board members are in receipt of the copy of the NZSBA Code of Conduct

**6 CONFIRMATION OF MINUTES**

The Minutes of the Meeting of the Board held on Tuesday, 10 December 2024

THAT THE MINUTES OF THE MEETING HELD ON TUESDAY 10 DECEMBER 2024 BE CONFIRMED

**Wilkie/Ling  
CARRIED**

**7 MATTERS ARISING OUT OF MINUTES**

Nil

**8 CORRESPONDENCE**

Inwards Correspondence to be received and Outwards Correspondence to be confirmed.

THAT INWARDS CORRESPONDENCE BE RECEIVED AND OUTWARDS CORRESPONDENCE BE CONFIRMED FOR THE PERIOD 5 DECEMBER 2024 TO 12 FEBRUARY 2025

**Wilkie/Malik  
CARRIED**

**9 PRINCIPAL'S REPORT (to be taken as read)**

THAT THE PRINCIPAL'S REPORT BE ADOPTED

Hargreaves/Ling  
**CARRIED**

THAT THE RISK MANAGEMENT ASSURANCES IN THE PRINCIPAL'S REPORT BE ACCEPTED

Hargreaves/Bodman  
**CARRIED**

**10 STUDENT'S BOARD REPORT**

THAT THE STUDENT'S BOARD REPORT BE ADOPTED

Malik/Lin  
**CARRIED**

**ACTION:** The Student representative asked if the water fountains behind the Science block could have the pressure increased - the Principal will speak to the Property team.

**11 COMMITTEE REPORTS**

Finance (to be taken as read)

*See In-committee*

THAT THE BOARD APPROVES THE FINANCE REPORT FOR December 2024

Spong/Lin  
**CARRIED**

**12 GENERAL BUSINESS**

**Meeting dates for remainder of 2025 (all commencing at 5.30pm):**

Tuesdays:

18 March

*(no April meeting)*

13 May

17 June

22 July

26 August

*(no September meeting)*

14 October

18 November

9 December

**13 IN-COMMITTEE BUSINESS**

THAT THE MEETING MOVE INTO COMMITTEE, THAT PURSUANT TO SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987, THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING TO GIVE CONFIDENTIALITY TO AND TO PROTECT THE PRIVACY OF INDIVIDUALS CONCERNED AS FOLLOWS:

- i) Confirmation of In-committee Minutes of meeting held on Tuesday, 10 December 2024**
- ii) Matters arising from the In-committee Minutes of meeting held on Tuesday, 10 December 2024**
- iii) Finance**
- iv) In-committee Correspondence for period 5 December 2024 to 12 February 2025**
- v) Personnel**
- vi) Property**
- vii) Teaching & Learning**
- viii) Bank signatories**
- ix) Schedule of Delegated Authority**
- x) Delegations to committees**
- xii) General business**

**Next meeting – 5.30pm on Tuesday, 18 March 2025**

**Meeting closed 7.08pm**