



Proprietors meeting minutes - Rudolf Steiner School Trust Otago

Wednesday 10 March 2021, 5.30 - At the school

Present –Clare Ridout, Cassino Doyle , Edwina Hill, Pene Johnstone, Alida Harris.

Apologies: Laetitia Nkole, Jess Penwarden, Julie MacLeod

Opening karakia : Kia tau rā ngā manaakitanga a te runga rawa, Ki tēna. ki tēnā o mātou e tau nei,
 Kia tūturu ōwhiti whakamaua, kia tīna, tīna, hui ē, tāiki ē.

1. Minutes and matters arising	Who
Minutes from the 10 February 2021 were approved as accurate.	
Matters arising :-	
<ul style="list-style-type: none"> • Traffic mgt –West Harbour person. Should apply for a mirror from West Harbour March - CR. Try to table something next week at West Harbour. 	CR
<ul style="list-style-type: none"> • Pene has yet to follow up Port Otago for funding local projects . She has developed a list of items / projects for their support, or support from other funders. 	PJ
<ul style="list-style-type: none"> • Aurora will honour the pledge. CR will write after their meeting date to get confirmation. The meeting between Aurora and the new facilitators indicated that Aurora wants our Trust to get more involved in maintenance – which is not part of our Memo of Understanding. To clarify. It was also agreed that in principle, if there is spare funding from the MoE, we could pay some rent for the space to Aurora. 	CR
<ul style="list-style-type: none"> • Lottery funding for toilets - CR to do 	CR
<ul style="list-style-type: none"> • We have places to fill in the school. Will be doing outreach. The annual plan for the Board includes the task of preparing and executing a marketing strategy 	BoT
<ul style="list-style-type: none"> • Valuation to be done in March by Colliers 	
<ul style="list-style-type: none"> • Weatherboards – Approved Otago Painting Solutions. Work will not be done until October hols 	
<ul style="list-style-type: none"> • Selling land to school families. The trust wants to ensure it has the autonomy to make the decision on who the buyers are. (eg if the decision is between a \$3k or \$5k difference). Real Estate agent to be advised by CR 	CR
<ul style="list-style-type: none"> • Still waiting on ERO before doing work on toilet partitions 	
<ul style="list-style-type: none"> • Edwina and Julie to meet on 27th March – will discuss maternity cover, head teacher evaluation and governance issues 	EH
<ul style="list-style-type: none"> • CR will update the manual and the intro to the Trust to state that the Trust would cover any necessary Trustee childcare or additional travel costs for meeting attendance and include portfolios 	CR

3. General matters	Who
Joint meeting plans – suggested tie in with nurturing the mana of the Tiriti Look at 8 th May – check if James can inform us of his work with the Steiner Kāhui on the Māori curriculum on that day– have Cassino, Danny, James and Mgt in preparatory group Monday 3 rd at 2pm – CR to send an email out to all who would be involved	CR

2. Buildings	Who
Covenant Height – agreed single storey not exceeding 6 metres. Chickens increase to 4 max Reword the clause re secondhand material so that it includes “unless approved by Trust” Minimum building footprint size is OK at 100m No relocated buildings unless otherwise approved by the Trust (that wants to maintain the aesthetic value of the subdivision while allowing for environmentally friendly building approaches) Remove clause about over 50% colour steel Keep the dog rule – with the exception allowed	

2. Buildings	Who
Clare will inform Anderson Lloyd	CR
<p>Pa Harakeke Concern for risk management in relation to potential for finding fragments of asbestos. If people are working down digging then they should wear masks in case of overturning any asbestos fragments. The Trust approved the school's Risk Management Plan for the asbestos.</p> <p>Subdivision Waiting for Delta to get themselves sorted. Can we sell now – should be able to now that covenants agreed. CR to ask Bank if we can use the deposits as leverage for any borrowing – so should the deposit be increased from the standard 10%.</p> <p>Lower classroom Have the plans been submitted to council? CR will ask Simon.</p>	CR

4. Financials	Who
<ul style="list-style-type: none"> Trust accounts gave no cause for concern Concern for kindergarten – both parental donations and income from Ministry are lower than budget. The Trust will look at updated kindergarten accounts next time. Update on subdivision – CR will update spreadsheet and ensure budget figure agrees across to the main accounts. The Trust approved that Cassino can be added as a further bank signatory CR to check around deposits being assurance for bank borrowing Impact of amalgamating requested donation amount for 3 and 4 year olds was noted. Families who had a 3 year enrolled at the end of last year, who is still 3 for most of this year would have had a significant % increase in requested amount. The Trust considers it is a low request and is also voluntary. CR has written back to the parent who expressed this concern. 	Trust CR CR

5. Kindergarten report	Who
No specific matters to discuss. The Trust is aware of, and concerned for health of staff with chronic health condition.	

6. Policy	Who
Policy on use of photos and children's artwork was approved.	

7. Board of Trustees	Who
CR will circulate the minutes from the last BoT meeting. Highlights of the meeting were briefly mentioned.	CR
Should create an annual and strategic plan plan for Props to ensure that items are not lost from the strategic planning meeting in December, as the Primary School charter does not include items concerning land, kindergarten etc	CR

8. Other business	Who
Good wishes to Gabriela from Props Te Tiriti training – CR to ask Taiwi Solutions, and Polytechnic and Edwina to ask at Te Tumu Thinking of the staff, Trust and Board members. Next meet 2 nd Wed of April –ie 14 April 5.30pm	CR/EH

The healthy social life is found when in the mirror of each human soul the whole community finds its reflection, and when in the community the virtue of each one is living". Rudolf Steiner

Meeting closed 7.00pm

Clare Ridout CR, Julie MacLeod JM, Edwina Hill EH, Cassino Doyle CD, Jess Penwarden JP., Laeticia Nkole (LN).