

MINUTES

Meremere School Board of Trustees

Thursday 31 March 2022, 6.00pm

2.8	Staff Hours – 10 March Support staff hours have been reduced from 10 March.	
2.9	Audit visits completed. The auditor was happy with our systems and processes. One query raised was Koha – see below.	
2.10	Koha At a meeting on 31 March last year the Board approved cash withdrawals up to a limit of \$500 to be used for Tangi and Koha. The Auditor raised the issue of recording the use of this cash as receipts are not given. A spreadsheet will be created and signed when cash is used.	
3.0	MATTERS ARISING	
3.1	Minutes of Last Meeting Resolution: <i>That the minutes of the Meremere School BOT Meeting held on 3 March 2022 be approved.</i> Moved: Alison Seconded: Jane AGREED	
3.2	Action Points from the last meeting There were no action points from the last meeting.	
4.0	PRINCIPAL'S REPORT	
	The Principal presented her report. Resolution: <i>That the Principal's Report for March 2022 be received.</i> Moved: Maxine Seconded: Jane AGREED	
5.0	FINANCIAL REPORT	
	There is no financial report. The February report was discussed at the last meeting (3 March). The March report was not available in time for this meeting.	
6.0	ITEMS TO BE APPROVED AND SIGNED	
	BOT Meeting Payment Form Credit Card Statements	

MINUTES

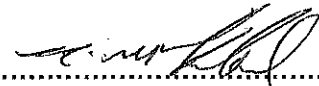
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7.0	CORRESPONDENCE INWARDS	
	There was no inwards correspondence.	
8.0	CORRESPONDENCE OUTWARDS	
	<ul style="list-style-type: none">• Letter to Pokeno Lions.	
9.0	CLOSURE	
	There being no further business the meeting closed at 6.30pm.	
10.0	NEXT MEETING	
	Date: Thursday 12 May 2022 Time: 6.00pm Location: Staff Room	

These minutes were confirmed as a true and correct record at a meeting of the Meremere School Board of Trustees on;

Date 16/5/22.....

Chair: .....