

**Wellington College Board of Trustees  
held in the College Pavilion on  
Monday 26 April 2010 at 6.00 pm**

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<b>Present:</b>	<b>Dr Neil Quigley</b>	<b>(Chair)</b>
	<b>Mr Roger Moses</b>	<b>(Headmaster)</b>
	<b>Mr Andy Marshall</b>	
	<b>Mrs Tofa Gush</b>	
	<b>Mr Stephen Sawrey</b>	
	<b>Mr Richard Grant</b>	
	<b>Mr Mark Unsworth</b>	
	<b>Mr Robert Hill</b>	
	<b>Mr James Edgecombe</b>	
	<b>Mr David Gush</b>	
	<b>Mrs Penny Basile</b>	<b>(Minute Secretary)</b>
<b>In attendance:</b>	<b>Mr Robert Anderson</b>	<b>(Deputy Principal)</b>
	<b>Mr Gregor Fountain</b>	<b>(Deputy Principal)</b>
	<b>Mrs Heather Benfield</b>	<b>(Administration Manager)</b>
	<b>Mr Graeme Steven</b>	<b>(Development Director)</b>

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**1. APOLOGIES**

No apologies received.

**2. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting of the Board held on Monday 15 March 2010 were confirmed as a true and correct record, subject to the following amendments:

- Andy Marshall to be recorded as present for the meeting “In Committee”.

Moved Neil Quigley / seconded Stephen Sawrey.

**3. MATTERS ARISING**

The action list from the previous meeting was noted.

- Item 4.1, Investigate whether to send reports out to year 12 via email.
- Item 4.2.2, Heather Benfield has cricket accounts, awaiting rugby accounts from Darrell Harvey, but has never had rowing accounts. College Mother’s don’t usually give accounts until 30 September.
- Item 4.5, Re drainage work - Stephen Sawrey said it had been signed off.

Neil Quigley had a meeting with Keith Newell, Chair of the Board of St Marks School. Mr Newell is open to discussion about a higher level of contribution for the use of Wellington College grounds. Another meeting to be held after St Marks have discussed this at their Board Meeting.

## 4. REPORTS

### 4.1 Headmaster's Report

The Headmaster's report was received.

#### Personnel

- **Mrs Joy Dunsheath**, Roger Moses said we will use short term relievers until appropriate people are found for a full time position.
- **Heather Oldershaw**. Heather attended the Board meeting, and both Neil Quigley and Roger Moses thanked her for her exemplary service to the Board and wished her well in her new role.
- **Emma Drummond**. This role may also be filled with relievers until the end of the year.

**Sports** – It was noted that the Nike Cup team did extremely well.

**Managing National Assessment visit** – an audit report from NZQA suggested that we should be withdrawing a number of students before they sit the exams, ie using participation-based assessment not roll-based assessment. Gregor Fountain said the NZQA report was very positive about procedures we have in place for internal assessment and documentation.

#### Miscellaneous

It has been a positive experience interviewing the Year 13 students.

An old boy has made a request to run a black and gold ball. Senior management is strongly opposed to school balls, and the Board supported this position. Bob Hill asked if they could still hold a ball. Roger Moses said yes but they could not call it a Wellington College Ball.

### 4.2 Finance Report

The Finance Report was received.

It was noted that we have received and approved the audited accounts

Richard Grant tabled a document on donations requested by other schools and a recommendation to increase fees.

Roger Moses asked if a large increase in the requested donation would be counterproductive for our families in the lower 20% of income, especially in the current economic climate? Richard Grant said we are aiming at the people who can afford to pay and trying to align with where our budgets are heading and where Wellington College is heading.

Andy Marshall asked is there any reduction for parents with more than one student? Richard Grant said we already have some quite significant discounts in place.

Neil Quigley suggested that resistance to a large increase in the donation may be on moral grounds rather than for reasons of affordability. Mark Unsworth noted that in addition to fees increases we now have a much larger fundraising campaign. Andy Marshall said a

good portion of the donation is tax deductible. Lower income earners might not realise that they can claim this.

Richard Grant said all of our costs are subject to inflation. Our dilemma is our cost structure will keep going up. Andy Marshall said parents might say we are running a surplus and yet putting up fees.

Neil Quigley noted that while the College is reliant on international student fees, any shortfall in international enrolments in the short-term could be met from the uncommitted funds available to the Board.

Neil Quigley summarised the discussion by saying there was discomfort with a large increase in the suggested donation, but that there needed to be recognition of the extent to which the costs of the College were increasing.

Moved Neil Quigley / seconded Andy Marshall that the suggested donation for 2011 increase by 7.5% of 2010. Passed

### **4.3 Development Report**

The Development Report was received.

Roger Moses noted the progress made with the major gifts campaign, and endorsed the goal of having a school hall that would allow more of the school to be present at one time.

Neil Quigley said that it was important for the Board to now set a realistic fundraising target that could be achieved by the end of the year, and to start making plans for the hall on that basis.

Stephen Sawrey said it was important to keep the momentum going, and to look to see what kind of project we could come up with at the end of the year. With the funds raised it might be possible to look at a refit of the hall rather than total rebuild.

Richard Grant suggested that we should reinvigorate Mr Ian Fraser's involvement.

It was agreed that Graeme Steven would bring to the next meeting a recommendation on a realistic target to be achieved by the end of the year so that the Board could then start making plans for building on that basis.

Annual giving appeal: the recommendation for the allocation of the final \$5,000 from the annual giving appeal was moved Andy Marshall / seconded Richard Grant. Passed.

### **4.4 Strategic Plan**

Incorporating one change suggested by Bob Hill, it was moved Neil Quigley / seconded James Edgecombe that the Strategic plan 2010 – 2014 be adopted. Passed.

### **4.5 Property and Administration Reports**

Noted that there may only be one year of useable life left in the hall roof.

Letter from Ministry of Education: it was noted that the letter contained several errors. Heather Benfield will clarify this with them.

Noted that a new set of steps is required from the Music block to the Art block.

Noted that the recommendation for expenditure was a recommendation that the Board approve all of the projects proposed.

Moved by Richard Grant / seconded by Stephen Sawrey that the Board approved expenditure on the proposed projects up to \$200,000. Passed.

Stephen Sawrey thanked Heather Benfield for her help with the Property and Administration Reports. It was noted that Stephen Sawrey will continue on the Property sub-committee for some time to assist the new Board.

#### **4.6 Personnel Sub-committee**

There was no report this month.

#### **4.7 Student Discipline Report**

There was no report this month.

#### **4.8 Communications Report**

There was no report this month. Mark Callagher gave a Mycoll and Google Applications presentation to the Board.

#### **4.9 ICT Committee Report**

Report received. Richard Grant tabled a document requesting an increase in the budget of \$50,000.

Moved by Richard Grant that we make capital expenditure to IT with \$25,000 from Board funds, seconded Andy Marshall.

### **5. LIAISON REPORTS**

#### **5.1 Curriculum Report**

The report was received.

#### **5.2 Arts Report**

The Arts Report was received.

#### **5.3 Sports Report**

The Sports Report was received.

##### **5.3.1 All Weather Surface**

Dave Keat reported on consideration of an all weather surface. In attendance also were Chris Wells, Phil Warbrick, the CEO of Synergine and Manager of the All Whites, and Jim Bentley also from Synergine.

Phil Warbrick’s company Synergine wanted to carry out a feasibility study at no expense to the school to produce a report regarding artificial turf, flood lights and possible hostel facilities. This was approved by the Board.

**5.4 Student Report**

There was no written report this month.

David Gush reported that the Runathon had collected \$25,000 so far and hopes to raise \$50,000.

**5.5 International Student Report**

There was no report this month.

**6. Board Elections 2010**

Noted that fifteen people offered their names as candidates to the Board. This includes Andy Marshall, Neil Quigley, Tofa Gush and Bob Hill.

**7. GENERAL**

Neil Quigley and Roger Moses thanked all members of the outgoing Board for their service.

**7.1 Correspondence and Publications.** Noted.

The meeting concluded at 10.00 pm.

The next meeting of the Board is on Monday 24 May 2010 at 6.00pm in the Pavilion.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson