

Trustee Board Meeting

Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa

Meeting #: 03/2020-M
Date: Saturday 20 June 2020
Time: 9:00 am – 4:30 pm
Location: www.zoom.us

Attendees: Ruth Jones (Chair), Avis Stewart, Michelle Hutton, Tiso Ross, Charmaine Martin, Sean McKinley (General Manager), Nicky Duncan (Minutes (post meeting))

Apologies: Raneë Davies

Administrative

- 1 Karakia & Welcome
- 2 **Introductions**
- 3 Conflicts of Interest Regist
 - Ruth Jones Wallaceville Playcentre
 - Avis Stewart Mid Northland Playcentre Association, Te Waewae Koukou (previous)
 - Michelle Hutton Blockhouse Bay Playcentre (previous) and Adult Education programme facilitator
 - Tiso Ross Hataitai Playcentre (previous/life member), Motu Kairangi Kahui Ako Early Childhood Group
 - Char Martin Taranaki Playcentre (previous) and Facilitator and Commenter of Adult Education
 - Raneë Davies Takanini Playcentre (previous) and Centre Support Administrator
- 4 **Approval of minutes and correspondence**
The meeting approved the minutes of the 2 May 2020 Board meeting (with previously submitted amendments).
- 5 **Spotlight (Financial) report**
- 6 **General Manager's update**
- 7 **Responses to AGM questions**
- 8 **Registrations for AGM**

Reporting

5 Spotlight Report

The May 2020 Spotlight report was tabled with the additional Government funding taken into account. After addressing the deficit \$1M remains available to support struggling centres who are unable to meet licensing requirements. The General Manager noted the separate additional \$500K which the Government stipulated is to be used for Property.

6 General Manager Report

Sean advised that he had met with Minister Martin and Ministry of Education Officials, with a TVNZ camera crew present. Minister Martin had taken Playcentre's request for funding to Cabinet and was successful in gaining support. Ministers do not want to see Playcentre lost. Discussed at the meeting with Minister Martin was Playcentre trying to compete as an ECE provider with kindergarten and other early childcare providers. Playcentre's impact lies with whānau / family support. The deadline for the next budget bid process is November 2020 so Playcentre must decide what it wants to be. There may be an opportunity to broaden beyond being an ECE and possibly obtain funding from other Ministries. New legislation for what Playcentre might look like could be needed.

Further additional funding of \$500K has been made available to enable an assessment of all Playcentre leases with the Ministry of Education. The Property Manager is keen to renegotiate leases and use the funds to obtain a comprehensive property maintenance and playground assessment for centres.

A discussion took place on the Education Programme, the Strategic Plan and an optimal long-term, feasible and sustainable model to ensure a positive future for Playcentre. A framework will

	need to be developed for the membership and their input sought for what they want to see Playcentre transition towards. Sean advised that he had been approached to be on the Health, Community and Social Services – one of six new Establishment Boards requiring a time commitment of 1-3 days per month.
7	Responses to AGM questions
	The Trust Board discussed their responses to questions received ahead of the Playcentre Aotearoa AGM. The General Manager was not present.
8	Registrations for AGM
	The Trust Board discussed registrations for the Playcentre Aotearoa AGM. The General Manager was not present.

Action List				
Meeting	Action	Status	Owner	Due by
01/2019-M	Operations to produce a Risk Management Plan for the Trustee Board	2	GM	On-going
01/2019-M	Trustee Board to indicate to KPI's for Strategic Plan 2020	2	GM	On-going
01/2019-M	Operations to update Delegated Authority Schedule	2	CPx2	August 2020
02/2019-M	Enrolment and Completion Data for PTE Students to be provided at each TB meeting	2	GM	June 2020
03/2019-M	In order to lower maintenance and insurance costs discussions will be held with the Ministry of Education on Playcentre obligations to maintain and insure MoE land and buildings.	2	GM	October 2019
03/2019-M	List of properties for disposal to be presented to the Trustee Board for August meeting	2	GM	August 2020
03/2019-M	The process for a community consultation meeting prior to selling building is to be followed up.	2	CFO	August 2020
03/2019-M	General Manager to discuss with the Ministry re clarification on playgroup funding and the requirement that funding follow the child. There is also a requirement for a national policy on charging for children who are receiving homebased care.	2	GM	August 2020
03/2020-M	CFO to produce Spotlight report each month and load to Teams	1	CFO	August 2020

Action List Notes:

- Status of item: 1-Not started, 2-In progress, 3-Complete
- Owner: CPx2-Co-Presidents, GM-General Manager, CFO-Chief Financial Officer

Next meeting:

Date: Saturday 15th August 2020

Time: 9am

Venue: To be decided