



**Manurewa High School Board of Trustees Annual Meeting
Board Meeting Room, 5:00pm
Monday 2 May 2016**

MINUTES

Present: Fale Lesa – *chair*
Stuart King, Sonia Tomlins, John Chen, Ariana Stone, Pete Jones, John Hynds,
Apaula Fruean-Lautua, Stuart King, Julie Lockie, Sheryl Lane

In attendance: Sarah Davies - *minutes*
Sheryl Lane - *finance*

1. APOLOGIES:

Steve Smith

Moved J Hynds/S Tomlins
That the apology is accepted

CARRIED

2. MINUTES OF ANNUAL MEETING – 28 April 2015:

Moved S King/S Tomlins
That the minutes of meeting held 28 April 2015 are accepted

CARRIED

3. MATTERS ARISING:

Nil

4. CORRESPONDENCE:

Nil

5. ANNUAL REPORTS FOR YEAR ENDED 31 DECEMBER 2014:

5.1 Principal's Report

As distributed

5.2 Final Annual Accounts

As presented in draft format - waiting on final audit clearance

Matters Arising:

New accounting standards are in place for the first time this year with a few changes:

- Income in Advance – can only be carried forward if it has a condition that has to be fulfilled for those funds, this effects the \$89,000 balance of Prime Ministers Scholarship funds in the 2014 financial statements.
- We must show the change in comparatives for 2014 for this figure.
- The treatment of our photocopy lease is now a finance lease – we must recognise the value of the commitment, show as an asset and depreciate accordingly even though we do not own the items.
- Final audit is close – just finalizing the points above.
- Discussion re the difference of some actual against budget – Sheryl explained that the Use of Land and Buildings is a large component of this and this is a Ministry figure that we are given to add into our accounts at year end. Also we do not budget for any donations or grants as we don't know what these will be when we set the budget. Sheryl will be having more input in to the tracking of budget vs actual moving forward.

Moved F Lesa/S Tomlins

CARRIED

That the draft annual accounts are accepted pending audit clearance.

6. GENERAL BUSINESS

Nil

Meeting concluded at 5:20pm

CHAIRPERSON

DATE

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