



BOARD MEETING MINUTES

Board Meeting Date: 11 Feb 2026  
 Location: 18 Herschel Street Ngāruawāhia, or  
 by Commencement Time: 7pm

Item	Purpose	Minutes	
Karakia timatanga – opening karakia	Allow one's spirit to exercise its potential in this safe space and at this time.	Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora!	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze flow over the ocean Let the red tipped dawn come with a sharpened air A touch of frost, a promise of a glorious day
Call of Order		Present: Becky, Laura, Lucy, Carly, Kate, Meredith Absent: Apologies: Sabriye, Billie	
Verification of Quorum		YES/NO	

Declaration of any conflicts of interest	Becky is a contractor for the centre
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Correspondence	Submitted and re-registered 10th Oct 2025	
Approval of Minutes from Previous Meeting	Matters Arising/ Actions from previous meeting	<b>ACTION:</b>  Moved: Becky Second: Carly
Introduction of Guests	Welcome new people	none

Reports		
Overview of the Centre's activities since the last meeting – Centre Manager	Discussion of upcoming events and initiatives. Update on any issues related to the Centre's operations. Review of recent and upcoming exhibitions and programs. Discussion of new program ideas and potential partnerships	<p>Strat planning needed. Laura to create a strat plan with goals, will take a couple of months. Want to make a space for community artists etc. Laura and Becky will work on in the background. Presentation date by the end June 2026.</p> <p>Review of events, see managers report.</p> <p><u>Motion:</u> That Te Whare Toi o Ngaaruawaahia Inc. apply to Trust Waikato for \$50000 as a contribution to the operating costs and wages. Laura Millward</p> <p>Moved: Becky Second: Carly</p> <p><u>Motion:</u> That Te Whare Toi o Ngaaruawaahia Inc. apply to the Grassroots Trust for \$20,000 as a contribution toward the wages of our Centre Manager wages.</p> <p>Moved: Lucy Second: Meredith</p> <p>Quote for roof repair received</p>




		<p>Laura would like to put a motion forward to accept the roofing quote from JW Roofing, the amount of \$4622.86  Moved: Kate  Second: Carly  Staffing  Laura would like to put a motion forward to approve the staff cost of living and performance proposal and implement these increases from 23/02/2026.  Moved: Lucy  Second: Kate</p> <p><b>Report was presented and Moved by: Meredith and Carli</b></p>
Financial Report	Accept Financial Report (and status) is true and correct.	<p><b>ACTION:</b></p> <p><b>ACTION:</b></p> <p><b>Moved: Meredith</b>  <b>Second: Carli</b></p>

Sub - Committee Reports		
<p>Fundraising Committee</p> <ul style="list-style-type: none"> <li>o Report on recent fundraising events</li> <li>o Discussion of upcoming fundraising initiatives</li> </ul>		<p>Board to have a stall at the Christmas event- review - very successful, will repeat next market.</p> <p><b>ACTION:</b></p>
<p>Building Committee</p> <ul style="list-style-type: none"> <li>o Update on any maintenance or renovation projects</li> <li>o Discussion of any facility-related issues or concerns</li> </ul>		<p>Review of the report – Roof and lighting. Ongoing investigations into roofing is to be done. Laura applying for funding</p> <p>Research into a shipping container is to be done by all members to be put at the back. Feedback to the committee.</p> <p>Carpark and driveway. Big dream to have all concreted, with carpark lines, drainage to road, etc. Laura applying for funding</p>

	Quotes for solar panels done awaiting update from Wel Energy <b>ACTION:</b> review at each meeting
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Finance Committee o Discussion of any items or issues	<b>ACTION:</b> Meredith, Bernie and Laura to work on 2026/27 Budget.
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**General Business**

<ul style="list-style-type: none"> <li> Presentation and discussion of any new proposals or initiatives</li> <li> Vote on any proposals or initiatives presented.</li> <li> Any other items that need to be discussed:</li> </ul>	<b>ACTION:</b> Nil The board asked Laura to draft a letter requesting a sign for the art centre. Laura will follow up with Council <b>ACTION:</b> Laura will follow up  <b>ACTION:</b> Billie to send appointments in Google drive for board meetings for 2026.
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**Governance**

Policies Constitution	<b>ACTION:</b> Board members to coordinate the review and present at the next hui. Billie to create a spreadsheet with all policies and review dates  Billie to upload four policies in Messenger for the board to review before the next meeting. <ul style="list-style-type: none"> <li>• Environmental</li> <li>• Code of Conduct</li> </ul>
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**Big Think**

	Laura to invite tangata whenua members to board
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**Meeting Closure: 9pm**

Next Meeting Date/s and Time/s	Meeting: 11 March 2026 Time: 7pm
<p><b>Karakia whakamutunga:</b></p> <p>Kia tau ki a tātou katoa Te atawhai o tō tātou Ariki, a Ihu Karaiti Me te aroha o te Atua Me te whiwhingatahitanga Ki te wairua tapu Ake, ake, ake Amine</p>	