

Hawke's Bay Biodiversity Trust Board Meeting Minutes
Mohaka Room, Hawke's Bay Regional Council, Napier
21 October 2021, 10.05am – 10.55am

Attendees: Charles Daugherty (Chair), James Buwalda, Natalie de Burgh, Mike Halliday, Mark Ericksen, Debbie Monahan (GM) and Sarah Reddish (AM).

Apologies : James Palmer

Minutes: Sarah Reddish, Administration Manager (AM)

Meeting commenced at 10.05am

Minutes

1. Welcome/Karakia/Notices

The Chair welcomed the Board. The Board had a minute's silence to remember Des Ratima and his contributions to Biodiversity HB.

2. Board Only Time

3. Board Register of Interests

Additions recorded from James Buwalda and Mark Ericksen

4. Minutes of 22 June 2021 meeting

The minutes of the previous Trust Board meeting held on 22 June 2021 were confirmed by the Board as a true and accurate record of the meeting.

Moved –James Buwalda **Seconded** – Mike Halliday

All in favour

5. Minutes Action List – 22 October 2021

The one and only outstanding action, from June 2021 meeting, is complete.

6. Reappointment of trustees

The trustees acknowledged the desirability of bringing on additional trustees and discussed the first step in this process, a skills matrix. The Board agreed a skills matrix be finalised before the first Trust Board meeting of 2022.

Motion: The board approve the above resolution to reappoint Charles Daugherty, Mike Halliday, Mark Ericksen and James Buwalda as trustees to the Hawke's Bay Biodiversity Trust Board

Moved: James Buwalda **Seconded:** Mark Ericksen

All in favour

7. Trust Deed – proposed changes

The trustees discussed the proposed changes to the Trust Deed, Trust accountabilities and Trust beneficiaries, reflecting the changes made to the Constitution of partner organisation Biodiversity Hawke's Bay Inc, an incorporated society.

Motion: The board approve the proposed changes to the Hawke's Bay Biodiversity Trust Deed as marked and with finalised page and clause references.

Moved: Mark Ericksen **Seconded:** Mike Halliday

All in favour

8. Operational funds transfer

The trustees discussed the movement of operational funds held by the Trust to the Incorporated Society bank account in line with the transition to the Strategy Stewardship Group (SSG).

Motion: The board approve the transfer of operational funds from the Trust bank account to the Incorporated Society bank account as indicated in the tabled Board paper.

Moved: Mike Halliday **Seconded:** James Buwalda

All in favour

9. Nomination / election of Deputy Chair

The trustees discussed the position of deputy chair of the Trust Board after Des Ratima's passing in August 2021. The trustees agreed that the role remain vacant until after completion of the Skills Matrix, and if required, Charles Daugherty can delegate the role of chair to James Buwalda until the deputy or co-chair position is confirmed.

10. Health and Safety

Nil

11. Any other business

Zealandia visit

Charles gave an update on the visit to Zealandia the week prior, which included representatives from NCC and HBRC and focused on planning and inspiration for the Ahuriri National Park.

Transfer of Accountants

The chair and general manager apologised and noted that the Board should have been consulted regarding the change of accountants, to fall in line with those used for the Incorporated Society.

Endowment funds investment

The trustees briefly discussed the endowment funds to be invested with Forsyth Barr, as initially agreed and endorsed at the February 2021 board meeting.

Meeting concluded: 10.55am

Next meeting: TBC 2022