



UPPER HUTT COLLEGE BOARD

Minutes of the Finance and Property Sub Committee Meeting Thursday 26 February 2026 at 5:00 pm in the Boardroom

1. Meeting Administration

Welcome

Apologies: Simon Parton

Present

Judith Taylor (Principal), Wendy Holmes (Presiding member), Kylee Walker, Andrew Kerr, Bruce Thomas (Staff Rep)

In Attendance

Janetta van Maren (Deputy Principal), Tanya Greig (Business Manager), Karen Huaki-Feaver (Board Secretary)

2. Minutes of the previous Finance & Property meeting

Motion: That the minutes of the 26 November Finance and Property Sub Committee meeting be accepted as a true and accurate record.

Moved: AK **Seconded:** BT

All in favour

3. Finance Report

The Finance Committee recommends that:

Motion: That the Management Reports of November and December 2025 be accepted

Moved: AK **Seconded:** BT

All in favour

January Finance Report 2026 will be circulated to the Board when changes are made.

Motion: That the schedule of payments over \$5,000 in November/December 2025 and January 2026 be approved for ratification at the upcoming Board meeting

Moved: AK **Seconded:** BT

All in favour

Term Deposits

Approved in principle, figures to be circulated by the Business Manager

Motion: That the term deposit figures will be circulated by email to the Board and approved by e-resolution

Moved: BT

Seconded: AK

4. Property Report

Property Report February 2026 tabled

Motion: That the February 2026 Property Report be tabled as read

Moved: KW **Seconded:** AK

All in favour

5. Budget

meeting.

Moved AK **Seconded:** BT

Motion: That the 2026 Capital Budget be approved - to be ratified at the upcoming Board meeting.

Moved KW **Seconded:** BT

Capital Budget

Presiding Member *W. Holmes*

Date: *26-03-2026*

Meeting closed at 5:41 pm