

## **CMTB meeting – Open Meeting**

Canterbury Museum

Monday, March 10, 2025 at 2:00 PM NZDT to Monday, March 10, 2025 at 5:00 PM NZDT

85B Shands Road, Hornby, Christchurch

### **Agenda**

#### **1. Welcome**

#### **2. Karakia Timatanga**

#### **3. Apologies**

**3.1.** Apologies received:

**3.2.** RECOMMENDATION: That the apologies be received.

#### **4. Conflicts of Interest and Updates of Members' Interests Register**

**4.1.** Members' Interests Register

#### **5. Confirmation of the Minutes of the Previous Meeting**

**5.1.** Minutes of the meeting held 10 February 2025

**5.2.** RECOMMENDATION: That the minutes of the Canterbury Museum Trust Board meeting held 10 February 2025 be adopted as a true and correct record.

**5.3.** Matters Arising

#### **6. Health, Safety and Wellbeing**

**6.1.** Report on Health, Safety and Wellbeing for February 2025 by Cam Finlayson, Head of Operations, dated 3 March 2025

**6.2.** RECOMMENDATION: That the report be received.

#### **7. Investment Committee**

**7.1.** Draft unconfirmed minutes for the Investment Committee meeting held 18 February 2025

**7.2.** RECOMMENDATION: That the draft unconfirmed minutes for the Investment Committee meeting held 18 February 2025 be received.

#### **8. Redevelopment Project Control Group**

**8.1.** Draft unconfirmed minutes for the Redevelopment Project Control Group Meeting held 6 March 2025 (To Be Tabled)

**8.2. RECOMMENDATION:** That the draft unconfirmed minutes from the Redevelopment Project Control Group meeting held 6 March 2025 be received.

## **9. Finance**

**9.1.** Creditors report for January 2025

**9.2. RECOMMENDATION:** that the creditors for January 2025 be approved.

**9.3.** Report on Financial Statements for the six months ended 31 December 2024, from Nigel Tecofsky, Financial Controller dated 25 February 2025

**9.4. RECOMMENDATION:** That the financial statements for the six months ended 31 December 2024 be approved.

## **10. Audit and Risk Committee**

**10.1.** Unconfirmed Draft Minutes from the Audit and Risk Committee meeting held 5 March 2025

**10.2. RECOMMENDATION:** that the unconfirmed draft minutes from the Audit and Risk Committee meeting held 5 March 2025 be received.

## **11. Quarterly Reports**

**11.1.** Report on Quarter 2 2025 (October to December 2024) New Visitor Experience (NVE), from Lynell Bell Head of Projects and Strategy Delivery dated 15 February 2025

**11.2. RECOMMENDATION:** That the NVE Quarterly Report for Quarter 2 2025 be received.

**11.3.** Quarterly Report for Fundraising and Development for October to December 2024, from Andrea Webley Fundraising and Development Manager dated 18 February 2025

**11.4. RECOMMENDATION:** That the Fundraising Quarterly Report for Quarter 2 2025 be received.

**11.5.** Quarterly Report from the Director for October to December 2024

**11.6. RECOMMENDATION:** That the Quarterly Report from the Director for October to December 2024 be received.

## **12. Executive Committee**

**12.1.** Report on Exception to KPI 3.1 Acquisition Limit to acquire a significant Human History Collection from Sarah Murray, Acting Director dated 24 February 2025

**12.2. RECOMMENDATION:** that the Board receives the report on the acquisition of a significant human history collection approved by the Executive Committee

## **13. General Business**

## **14. Into Committee**

**14.1.** Motion to Exclude the Public

**14.2. RECOMMENDATION:** That the public be excluded from the following parts of the meeting [as per wording set out in Agenda Item 14.1].