



CMTB meeting - Open

Canterbury Museum

Monday, July 14, 2025 at 2:00 PM NZST to Monday, July 14, 2025 at 3:30 PM NZST

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 9 June 2025

5.2. RECOMMENDATION: That the minutes of the Canterbury Museum Trust Board meeting held 9 June 2025 be adopted as a true and correct record.

5.3. Matters Arising

6. Correspondence

6.1. Audrey Kathleen Smith's estate

6.2. RECOMMENDATION: That the correspondence be received, and the bequest of \$20,000 be applied to one of the re-opening exhibitions in the Robert McDougall Gallery.

7. Health, Safety and Wellbeing

7.1. Report on Health, Safety and Wellbeing for June 2025 by Cam Finlayson, Head of Operations, dated 1 July 2025

7.2. RECOMMENDATION: That the report be received.

7.3. Report on Health, Safety and Wellbeing visits, by Cam Finlayson, Head of Operations, dated 26 June 2025

7.4. RECOMMENDATION: That the report be received, and the groups/schedule for visits adopted.

8. Redevelopment Project Control Group

8.1. Draft unconfirmed minutes for the Redevelopment Project Control Group Meeting held 26 June 2025

8.2. RECOMMENDATION: That the draft unconfirmed minutes from the Redevelopment Project Control Group meeting held 26 June 2025 be received.

8.3. Canterbury Museum Redevelopment Project Report

8.4. RECOMMENDATION: That the report be received.

9. Finance

9.1. Creditors report for May 2025

9.2. RECOMMENDATION: That the creditors for May 2025 be approved.

10. Mason Foundation Trust Deed

10.1. Report on Mason Foundation Trust Deed by Nigel Tecofsky, Financial Controller and Anthony Wright, Tumuaki | Director dated 19 June 2025

10.2. RECOMMENDATION: That the Board approves the request to the Mason Foundation trustees for amendments to the Trust Deed.

11. Policies and Procedures

11.1. Report on Drug and Alcohol Policy and Procedures by Cam Finlayson, Head of Operations, dated 26 June 2025

11.2. Drug and Alcohol Policy and Procedure (Clean Copy)

11.3. Drug and Alcohol Policy and Procedure (Tracked Changes)

11.4. RECOMMENDATION: That the report be received, the Drug and Alcohol Policy be adopted, and the Drug and Alcohol Procedures noted.

12. General Business

13. Into Committee

13.1. Motion to Exclude the Public

13.2. RECOMMENDATION: That the public be excluded from the following parts of the meeting [as per wording set out in Agenda Item 13.1]