

CONFIRMED MINUTES

BOARD MEETING #14



At the **Board Meeting #15** on **8 Aug 2025** these minutes were **confirmed as presented**.

Name:	Te Tira Ahu Pae
Date:	Friday, 25 July 2025
Time:	11:00 am to 12:00 pm (NZST)
Location:	Online, via Microsoft Teams
Board Members:	Caroline Ryan, Chiavanni Le'Mon, Mathew Rope, Peyton Joe, Ripeka Paapu, Takunda Mabonga
Attendees:	Caitlin Payne, GM Email, James Collings
Apologies:	Mary Ieremia-Allan

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting #13 3 Jul 2025, the minutes were confirmed as presented.

Ripeka to chair the meeting.

Ripeka to pass a motion to confirm minutes from Board Meeting #13. Chiavanni seconds this.

The Board approves confirming the minutes for Board Meeting #13 - 3 July 2025 by raising their hands in Teams.

1.2 Interest Register

2. Major Decisions and Discussions

2.1 Rep Review Update

Chiavanni advised that we are currently in the middle of transitioning Presidents out and transitioning in the working group. The Working Group has just started meetings of their own. They will be presented at the Student Forums next week, so they are trying to think about what that may look like. The review is moving very fast. At the moment, the team is just coming together so they have a cohesive student front when working with Third Bearing and Massey University. There will be more of an update next month as they will be meeting with Third Bearing during the Student Forums, and they will be presenting as they have a 25-minute slot.

Peyton asked about the 25 min slot of the Student Forums and what this means, e.g. if they're pitching to the third-party. Chiavanni noted that the working group has been discussing this as they are out of this process, and it is now back with the Presidents. The Presidents are unsure what will

be presented as they don't have a copy of the presentations from Third Bearing. They will receive an update on what the forums may look like before the first Student Forums.

2.2 Finance Sub-Committee

The auditors have recommended that we have a monthly board pack go to the Finance Sub-Committee for sign-off on credit card transactions and manual journals. This covers us for audit purposes.

James would like to establish a Finance Sub-Committee, so this doesn't have to come to the Board as a decision each month. We already have a committee set up in BoardPro for finance, but we don't have anyone in there using it.

Chiavanni asked how many people we are looking at for the Finance Sub-Committee. James advised that we may have two Board Members and the GM, or we could have six. It depends on who is interested.

Chiavanni is happy to join the Finance Sub-Committee.

The Board can appoint a rep to this sub-committee. James suggested that we could put a call-out to reps. Caroline supports this and noted that reps under the College of Business may have an interest. Kevin is studying Finance and is interested.

Chiavanni will sign off on the June pack in the interim.



Finance Sub-Committee - Rep Call-Out

As the Board can appoint a rep to the Finance Sub-Committee, there is to be a call-out to reps to express an interest in joining the Finance Sub-Committee to sign-off on monthly finance packs.

Due Date: 8 Aug 2025

Owners: Caitlin Payne, James Collings, Kat McGregor

2.3 Politics on Campus

James would like a determination about politics, taking away specific parties, so it just focuses on local and national politics. We have local body elections this year, and in some cities, there are local boards and bodies. James asked how we feel about the electoral commission or candidates coming onto campus. There is a time period during which they cannot campaign. No political parties can campaign this year, but they want to come onto campus to meet students. There is a referendum in the upcoming local body elections - Defend Māori Wards - that's running, and they may wish to be active on campus.

James would like to have a discussion and a clear majority on some decisions so we can lock them in.

Ripeka would like to see safety for students, rather than a yes or no and believes the bigger issue is safety. We want to keep students safe, regardless of their political alignments. Opening up student spaces to outsiders could impact their mental wellbeing, so would like to see parameters and policies set. Eloise agrees that this could put students in harm's way, which they have seen before, if we don't have policies in place. Eloise would like to see policies put in place before any decisions are made, as no safety measures are in place.

Brooke has advised that some distance reps attended a meeting about politics before Re-O Week, and at that time, it was a blanket "no" from those who attended, as there were not enough safety procedures in place. Brooke has said that there were exceptions if the Clubs were affiliated with them. The reps discussed in their meeting that we could have a politics day, either this year or next year, closer to elections, where it is a monitored event with feedback.

Kevin wanted to clarify whether a voting booth on campus is okay. This may not have been included at the Ōteihā campus in the past. Ripeka believes this shouldn't be an issue as we have it on other campuses.

James has advised that Mary had a suggestion of a TTAP politics portfolio or sub-committee to monitor the politics and bring suggestions back to the Board. Ripeka asked if this could be opened to the wider student body, rather than just reps. Ripeka advised that the reps are already working overtime, and adding another sub-committee would add to their mahi. Takunda agreed via the chat.

James confirmed that there are no logistical issues with opening it wider and seeking expressions of interest. This could be voluntary and reviewed as it goes along.



TTAP Politics Portfolio or Sub-Committee

It has been suggested that a TTAP Politics Portfolio or Sub-Committee be established to monitor politics on campus and bring back suggestions to the Board. An expression of interest is to be advertised to the wider student body for joining this.

Due Date: 8 Aug 2025

Owners: James Collings, Kat McGregor

2.4 Open Letter - Winter Energy Payments for Students

Welfare VP from Vic Uni is writing a letter to the government and has asked us to write on behalf of TTAP for students. James has advised that this is not an even playing field for students to receive the Winter Energy Payments. Students on the benefit with a child can apply for TAFF funding and receive the Winter Energy Payments, but other students who go through StudyLink do not.

Eloise has advised that this has been advocated for in the past, and the NDSA will be signing this as well.

There have been no objections to the Winter Energy Payment.



Open Letter - Winter Energy Payments for Students

Victoria University of Wellington Students Association - Te Aka Tauira, has invited us to sign onto their open letter calling on the Government to extend the Winter Energy Payment to include tertiary students.

The Winter Energy Payment is crucial for those struggling with the cost of living to keep their homes warm and dry across Aotearoa. Yet, tertiary students remain ineligible for this support, despite living in some of the poorest conditions in Aotearoa, in the coldest and dampest accommodations, and on highly strained incomes.

Access to the Winter Energy Payment would help end the need for students to choose between a warm home and food. The Winter Energy Payment, introduced in 2017 by the then Labour Government, has been available to all major beneficiary groups except students. The current petition aims to rectify this oversight and ensure that students are not left out in the cold.

The board to vote on whether we will sign the open letter on behalf of Te Tira Ahu Pae.

7 Supported: Caroline Ryan , Mathew Rope , Peyton Joe , Ripeka Paapu , Takunda Mabonga , Chiavanni Le'Mon - Did not have access to vote. , Mary Ieremia-Allan - Emailed support.

0 Opposed:

0 Abstained:**Decision Date:** 25 Jul 2025**Outcome:** Approved**2.5 Māori Pāmamao Rep Vacancy**

The Board made a decision last month to remove the Māori Pāmamao rep. Peyton and Ripeka will be on the panel with James to help make the decision for the new Māori Pāmamao Rep.

**Panel Decision**

The Board passed a motion to confirm that Peyton and Ripeka will sit on the panel with James, to help make the decision for the new Māori Pāmamao Rep. Ripeka and Peyton are unable to vote due to this being a conflict of interest. Chiavanni, Matt, Takunda and Caroline all approved this via Teams. This makes quorum.

Decision Date: 25 Jul 2025**Mover:** Ripeka Paapu**Outcome:** Approved**3. Actions from Previous Meetings****3.1 Action List**

Due Date	Action Title	Owner(s)
30 May 2025	Organise Meeting for Discussion on Distance Community Coordinator Status: Completed on 23 Jul 2025	Caitlin Payne
25 Jul 2025	MUSA Constitution Status: Not Started	James Collings
25 Jul 2025	Kiwibank Officer Details Status: Completed on 25 Jul 2025	James Collings

The MUSA Constitution will sit in the action points until it is done. It can't be done today, but will keep popping up in Board Meetings.

We still need a decision to be made about the Kiwibank Officer Details. This will be discussed in Part Two.

4. Management Reports**4.1 Staffing Update**

The Manawatū Pasifika Services staff member has been sent a contract, and we hope to have a new person starting on Monday.

With all that is happening with the rep review, we are deferring the role of the Rep Manager as the scope of this role will likely change within the next 3 months.

James has proposed Ops Manager changes to an HR role and would like to get this advertised before he goes on leave. The job description would go to the board for feedback and would like to have the job ad up before the 4th of August. Ripeka asked if it would be voted for now, to have the Ops Manager role changed to an HR role, or if this would be through a flying motion. James confirmed that he could do a flying one.

Brooke asked what the Ops Manager used to do and who would have to cover these duties. James advised that we had some staff reporting to GM and others to Ops Manager. The Ops

Manager was completing projects related to the amalgamation. The previous Ops Manager believes that this role is not necessary anymore. Ripeka asked if this is sustainable for who comes in next for the GM. James believes the GM will be very well supported with the HR person and a Rep Manager.

The Manapou Tiriti role has been sitting vacant. James would like feedback on when we should advertise this role. Ripeka believes there needs to be a discussion with herself and external experts about what this role would like. Ripeka doesn't want this to be a tokenistic role and for the person to be the Māori encyclopedia for everyone. Ripeka has Massey staff members who she believes will be important in this discussion - Reupena Tawhai, maybe June Nicklin and Pari Matthews (who works for Te Putahi in Manawatū).

5. Other Business

5.1 Any Other Business

Takunda has been thinking about ways we can support nurses going on to placements, as they are having to do 40 hours of unpaid placements, and work part-time jobs, and is open to discussion or guidance about what TTAP can do. Ripeka has asked if the students have provided any feedback on what support they would like to see. Takunda has advised that they would like monetary support, as the extra grants have reached capacity, so not all nurses can access them. Placement grants have closed as they had a lot of applications, so some nurses have missed out. They have mentioned apprenticeships, but Takunda is unsure that TTAP can do this.

Ripeka has advised that we have small grants available, e.g. a minor food grant, that all students have access to. There is also an emergency grant fund, which has a maximum amount that they will allow you to receive. The recipients need to prove that their costs are urgent, e.g. needing to move out of housing and needing the funds to go into their new accommodation.

James advised that TTAP has minor hardship grants (up to \$150), but we have almost reached the total available for the year. We had \$25,000 available, and we've given out \$22,500. James has asked for more funding (\$20,000) to get us through to the end of the year. Massey's grants are for temporary and unforeseen circumstances. This is hard for nursing students as placements are not unforeseen. When a nursing student applies for the grant for placement, they would be declined. They should meet the requirements if there is an unforeseen cost, however.

James encourages everyone who is in hardship to look at the emergency financial support grant and look at the criteria, to make sure that your situation applies and to make sure that you articulate it clearly.

Eloise would like the notification in advance of the Board Meetings to be sent out a lot earlier, rather than on the day. Eloise noted that finding out about a Board Meeting 3 hours before the meeting is affecting the reps' ability to attend, and they need to shift around their days. Part One agenda items and attachments (e.g. board pack) to be sent out in advance as well, so that they can all be uploaded to the website. The point of Part One is that it is open to the public and reps, and it is important to have all information uploaded on the website in advance, especially as the decisions affect reps.

Caitlin to send out comms to reps in advance once the meeting time has been decided.

The Board has confirmed via Teams that they are happy for the Board Pack to be sent out, rather than just the agenda.

Ripeka asked if we are able to open the minutes up to everyone so that when the public do attend these hui, that if they have notes that we don't have, they can let us know. James confirmed the board pack will have a copy of the unverified minutes.

Caroline has asked, due to the large influx of applications for the hardship grants, if we could have College-specific prezzee cards that would contribute to financial benefits for them.

James advised that prezze cards should not be used for hardship grants, but we can ask for feedback from particular cohorts and give prezze cards as prizes. James confirmed that there is no problem running consultation with specific cohorts, whether by College or programme.

Takunda asked if they can get the ball rolling on this, e.g. the nursing club info night, to win a \$100 prezze card. Ripeka said they can get into this in person on Monday.

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____