

## **MINUTES OF THE OPEN SESSION OF THE BMIS BOARD MEETING HELD ON 27<sup>TH</sup> JANUARY 2015**

### **PRESENT**

D. Pinto	DP	Chair
G. Bizzaro	GB	Board Member
M. Cameron	MC	Board Member
M. Mbewe	MM	Board Member
S. Oddo	SO	Board Member
V. Beza	VB	Board Member
N. Bishop	NB	Director
J. Johnson	JJ	Primary Head
W. Horea	WH	Business and Finance Manager
M. Durand	MD	PTA Representative
C. Mead	CM	TAC Representative
O. Williams	OW	Secondary Head (Designate)

### **APOLOGIES**

V. Wiium	VW	Board Member
C. Giannakis	CG	Board Member
P. Harrison	PH	Secondary Head

### **1. CALL TO ORDER**

DP called the meeting to order at 6.33 pm. He extended a special welcome to OW who is due to take over from PH as Secondary Head from August 2015.

### **2. AGENDA**

The Agenda was approved by unanimous consent.

### **3. MINUTES OF THE PREVIOUS MEETING**

A motion to approve the Minutes of the Open Session of the BMIS Board Meeting held on 25<sup>th</sup> November, 2015 was made, seconded and approved.

### **4. MATTERS ARISING**

There were no matters arising from the minutes of the meeting held on 25<sup>th</sup> November, 2014.

### **5. STRATEGIC AIMS AND PRIORITIES**

#### **5.1 Strategic Plan**

A draft Strategic Plan will be forwarded to Board Members. NB explained that the document was basically a summary of the Board Retreat. A presentation will be made at the next Board meeting which will highlight the floor space of current facilities and what opportunities may come up.

## **6. INFORMATIONAL REPORTS**

### **6.1 Director's Report**

#### **6.1.1 Board Survey**

NB reported that it was not a surprise that the results of the survey were positive. He thanked governors and suggested that this process could be repeated in a year's time.

#### **6.1.2 Calendar**

The Board approved the draft versions of the 2016-17 and 2017-18 calendars. It was noted that since the academic calendar is more focused around the two semester periods rather than the three terms, the word "semester" should increasingly be used.

#### **6.1.3 Board Membership**

NB invited Board members to suggest names of eligible Malawian parents who can be co-opted to replace Gertrude Lynn Hiwa who was no longer a member of the BMIS parent association and could therefore not be a member of the Board.

### **6.2 Primary Report**

There were no substantial matters arising from the Primary report.

### **6.2 Administrative Report**

There were no substantial matters arising from the Administrative report.

### **6.3 PTA Report**

#### **6.3.1 Upper Primary Playground**

It was reported that PTA plans to spend K5m for the upper Primary playground and to buy music instruments for Primary.

#### **6.3.2 Meeting with Class Representatives**

On 23 January 2015, PTA held a meeting with Class Representatives. Suggestions from the meeting will be presented to the Director.

#### **6.3.3 Welcoming Coffee**

The coffee morning organized by PTA for new families was well attended and highly appreciated.

## **7.0 ANY OTHER BUSINESS**

There being no other business, the meeting was closed at 7.16pm. The next Open Session of the BMIS Board meeting will be held on 24<sup>th</sup> February, 2015 at 6.30 pm.

Signed:.....

Date:.....