

# MINUTES OF THE OPEN SESSION OF THE BMIS BOARD MEETING HELD ON 29<sup>TH</sup> SEPTEMBER 2015

## PRESENT

D. Pinto	DP	Chair
G. Bizzaro	GB	Board Member
M. Mbewe	MM	Board Member
M. Cameron	MCa	Board Member
M. Chilenga	MCh	Board Member
V. Beza	VB	Board Member
V. Wium	VW	Board Member
V. FrantzVF		Board Member
N. Bishop	NB	Director
O. Williams	OW	Secondary Head
J. Johnson	JJ	Primary Head
W. Horea	WH	Business Manager

## APOLOGIES

L. Fitzmaurice	LF	Board Member
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### 1. CALL TO ORDER

DP called the meeting to order at 1835 hrs. He welcomed the new members and asked everyone to introduce themselves.

### 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 2<sup>nd</sup> June 2015 was moved, seconded and approved.

### 4. MATTERS ARISING

There were no matters arising from the minutes of the meeting held on 2<sup>nd</sup> June 2015.

### 5. BOARD DECISIONS, STRATEGIC AIMS AND PRIORITIES

#### 5.1 Building Development: Review of development plans and proposals

NB gave a summary of the current status of the multi-phase building project, giving a brief update of where the school is with each individual project.

#### 5.2 Proposal to open Hall/Ablutions for Tender by November 15<sup>th</sup> 2015

The Board declined the proposal to invite tenders for the new primary hall and ablutions construction at this stage. The Board have requested a detailed financial plan to be presented to Finance, taking into account the land purchase, and to include the costs of M&E consultants and architects prior to going to tender

**Action: NB/GB**

### **5.3 Proposals to purchase a block of land for future teacher housing project**

The Board approved the purchase of the four plots of land identified as suitable teacher housing, subject to approval by Ministry of Lands for the land to be converted from Agricultural to residential, and the lease period changed from 27 to 99 years. The school will offer to pay 20% of the sale price to secure the land and also to minimize any losses in the event that the seller's bid to have the land converted to residential land is not successful.

The Board asked NB and the Finance Committee to assess the financial implication of the land purchase to see if the budget will allow for this purchase based on the figures initially provided by GB.

**Action: NB/Finance Committee**

## **6. INFORMATIONAL REPORTS**

### **6.1 Secondary Report**

There were no substantial matters arising from the Secondary report.

### **6.2 Primary Report**

There were no substantial matters arising from the Primary report.

### **6.3 Administrative Report**

There were no substantial matters arising from the Administrative report.

### **6.4 Finance Committee Report**

#### **6.4.1 Invoicing**

It was agreed that the school should be vigilant in chasing for payment from organizations that requested for and were issued with invoices covering the whole school year but are not forth coming with payment.

## **7. ANY OTHER BUSINESS**

There being no other business, the meeting closed at 19.35 hrs. The next meeting of the BMIS Board of Directors will be held on 27<sup>th</sup> October, 2015 at 18.30 hrs.

Signed:.....

Date:.....