

PTA Meeting Minutes

Date: 13th August 2019

Present: Colette, Beatrice, Kate, Holly, Sinead, Frances, Liz

Apologies: Rebecca, Stacey, Ronnie, Pip, Jo, Amy

Meeting Opened: 3.15pm

Previous Minutes:

Read by Colette – Wasn't counted as a meeting as enough people did not attend.

Feedback from last meeting / general:

- Juices have all sold except the last box which has now been opened.
- Directories are now being sold in many places around the community.
- Photo date that was set is to be changed.
- Mikaela's request for the tool set for the classroom has now been sent in with written request.
- Sandpit toys – quotes re needed for ordering asap.
- Netball Fees – Have not received any further information for payment.
- Frances addressed the need to reimburse the shop for the phone books taken by mistake without payment, as shop has been covering the cost.

Accepted and Moved by: Holly and Sinead.

Financial Update:

Update by Kate

- Waiting on final costs of Netball for the term so the PTA can help out with this. Still no request at this stage and unknown if already paid by families or still required. Email to be sent to Rebecca to question.
- \$1000 has been set aside for the cost of food for the senior ski camp. Still available and waiting on the request from Stacey.
- Everything else has been paid at this stage and balance is looking healthy.
- Money to be transferred and available for future events coming up including the Fire Brigade supper, \$400 as budgeted, Quiz night food and alcohol. To get average cost from Stacey for the alcohol brought last year and Holly to work out food cost, then this will be done.

We realise this is to be no longer put through the school account at New World, but still to use New World so we can still do returns as previous years.

- Kate to order sandpit toys asap when received quotes from Holly.
- Another six hundred juices to be ordered to have ready and available for sale.

Financial Assistance:

- Rebecca has asked for some funding to help buy new sport equipment – Still waiting on quotes, Rebecca to be emailed to follow up.
- Request from the school for the cost of Native Plants. Some families have already deposited money for this into the PTA account totaling \$60. The PTA have agreed to match this and pay asap.
- Mikaela has asked for some funding to purchase some outside tools for her class, a set was \$1192.90. All agreed on approving this request and payment to be made to the school for this to be order asap.
- Stacey has asked the PTA help with costs for the school to take part in Stars on Stage for the cost of the bus or costumes. Looking around \$600 – this has now be cancelled and no longer required.

Accepted and Moved by: Beatrice and Sinead.

New Matters Arising

- Welcome to a new member, Liz and John who are Gabriel's parents, please make them feel welcome.
- Three new members coming on after winter sports finish, Joy, Kirby and Wal. Will welcome at the next meeting, so please look our for them and say hello.
- Photo date is now to be changed to the Monday 9th of September. Changed by Sinead.
- Matariki was cancelled due to staff sickness, so PTA was not required and the school held a morning Matariki instead.
- Stacey has confirmed that the bar license has been approved for the up coming Quiz Night – Message passed on by Holly.

Upcoming Fundraising Events:

- Tea Towels have been suggested again – Agreed to go ahead to get sorted asap so the teachers have ample amount of time to get the children to do face drawings. Colette has the costs.
- Fire Brigade Supper, August 31st 2019

To be held at the hall, PTA to provide supper at 10pm

Simple menu been sent, shopping will be done online and ready to pick up closer.

Helpers for the night being organised by Holly, please see below.

Prep and set up – Holly, Ronnie, Francis and Liz/John

Service and clean down – Sinead, Beatrice, Colette and Liz/John

Anyone else available please let us know.

- School Quiz Night, September 6th 2019

Bar License Completed

To be held at the hall, PTA to provide set up, platters for tables and bar on the night, clean up.

Platters will be organised by Holly

Alcohol and food to be picked up by Beatrice and Sinead

Kirby's family is donating two scratchy boards to raffle off on the night.

Helpers for the night being organised by Holly, please see below.

Currently Still Working on the Roster, please let us know if you can help!

Prep and set up – Holly, Sinead, Ronnie, Beatrice

Service and clean down – Colette and Liz/John, Kirby (Needs to be confirmed?)

Future Fundraising Ideas:

- Halloween Disco – is to be on Halloween Night and a family event
- 80's Party- Adults Only, end of term three, Kate is to check community dates so no clashes
- 14th September - East Otago Flower show asked us to hold a stall at the event – to be declined.
To many events already for the PTA during this period to ask for extra help.
- 22nd February 2020 - Historical Papers Group has asked the PTA to cater on the night with a BBQ.
At this stage the PTA are declining and Colette to re email back with the question that it is the same weekend as music festival.
- Another football holiday programmed maybe a possibility, Collette to confirm.

Meeting Closed 4.18pm

Next Meeting to be held 9th August 3.00pm

Please note the next meeting is our AGM.