



**PTA Meeting 5 July 2021 3.15pm
Waitati School Staff Room**

Need to know (no discussion needed)	Action
Who was here?	Kirby, Estelle, Holly, Jo, Colette
Apologies	Beatrice, Joy, Kate, Tara, Selai, Bex Pickford

Item	Action
Minutes of last meeting	Holly and Jo accepted
<p>Treasury update Kate has resigned as Treasurer (apologies submitted for this meeting) Is able to assist with handover to new Treasurer - Holly More EOY accounts have been prepared and suggests that new Treasurer presents them to Brain Hailles for audit/verification by end of September so they can be uploaded to Charities commission website Treasurer's summary attached at end of minutes</p> <p>Need to review cardholders for cash account (for purchasing small items - eg catering supplies) and those with authority to authorise payments for online account. Colette has indicated that she wishes to discontinue being a card holder.</p>	<p>Kate and Holly to meet for handover</p> <p>Kirby to become card holder Check if Sinead is still wanting to be card holder Holly to become authority to authorise payments and be a card holder Estelle to become authority to authorise payments</p> <p>To communicate proposed changes to card holders and authority to authorise payments to all PTA members and seek approval for budget for new card issues and account maintenance (proposed \$50)</p> <p>New cardholders/authority will need to present to branch with relevant IDs</p>
<p>Updates on items discussed at last meeting</p> <p>Sausage Sizzle Not to continue sausage sizzle for term 3 Difficult to get parent volunteers to cook</p>	<p>Last sizzle this Friday</p>

School Hoodies	Not progressed further at this stage
New business	
Item	Action
<p>Matariki event - Friday 30th July (1st Friday back) - Mikaela attended meeting to outline proposed event format. Instead of pot luck dinner, come together at hall for Matariki puppet show, then walk around Bland Park with lanterns, return to hall for hot chocolate, muffins/cookies (senior kids making). Potential to serve mulled wine. Discussion that this would need liquor licence and free substantial hot food. May not be viable</p>	<p>PTA fund \$200 for entertainer fee</p> <p>Roster of parents (school wide, not just PTA) to assist with hall set up, running event and tidy up</p>
<p>Requests for funding:</p> <p>Mikaela for new books for Mihiwaka class 20- 28 PM readers approx \$200 - \$500 Scholastic books \$200 - \$400</p> <p>Chris \$200 for Paint for ceramics studio \$150 for educational board games for Kapuka</p>	<p>Agreed to give each classroom (including those that didn't submit requests) \$500 to purchase items</p> <p>Paint for ceramics studio - to ask for donated paint initially</p>
<p>Reid family - Nathan unwell Kirby proposed PTA fund a week's worth of freezer family meals to support them Claire has been BOT member and given lot of support to school</p>	<p>All present members supported proposal to use PTA funds Kirby to arrange with HisnHers catering - indication is between \$250-\$300</p>
<p>Thermomix - Lisa Norbury</p> <p>Lisa has donated brand new Thermomix (value \$2500) to PTA and will run a raffle with Thermomix as prize. To do this in term 3 (Will need raffle to be drawn by legal person due to prize value)</p>	<p>Details to be confirmed with Lisa</p>
<p>Considerations for PTA funded items: Colette suggested look at some PTA funded initiatives - examples - seed funding for the school bike track, fund 50 school sunhats, purchase some generic spare clothing</p>	<p>For further discussion with wider group of PTA members</p>
<p>Calendar of fundraising events - Quiz night</p> <p>Scrap metal</p>	<p>Aim for Friday 13th August approx 6.30pm start</p> <p>Hall availability still to be confirmed Tara contacting council over the school holidays re liquor licence Will need planning meeting at start of Term 3 Aim to do in term 4 for better weather</p>

Waitati School PTA Treasurer's report

For financial year ending March 31st 2021

It has been another great year of fundraising by the Waitati School PTA. Huge thanks to the committee and other parent helpers - you make this all possible!

Our mission is to raise money for the school, but we also have the added benefit of building and strengthening community as we do so.

We have had a mixture of event, product and ongoing fundraisers, with the most significant fundraisers shown below:

\$2360.20 Photos (2 years worth)
\$1685.00 Rogaine
\$1476.81 Sausage sizzle & juicies
\$ 518.00 Disco
\$ 434.92 Beans fundraiser
\$ 200.00 Phonebooks

This has enabled us to make donations of \$4795.50 to Waitati School and still have a healthy bank balance.

Opening Balance Business account: 4218.04
Debit card account: 5.87

Closing Balance Business account: 5905.38
Debit card account: 228.70

This is my last report as Treasurer, it has been a pleasure working with you all :)

Kate Fitzharris
5th July 2021