



**PTA AGM and General Meeting
1 November 2021 2021 3.15pm
Waitati School Staff Room**

| AGM 1 November 2021 |
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| Present: Kirby, Roni, Rebecca, Holly, Estelle, Laura, Jo, Beatrice, Sarah, Ruth, Shelley |
| Apologies: Tara, Joy |
| Minutes of the last AGM (19 October 2020) Moved and accepted by Roni and Holly |
| Annual report from the Chairperson Kirby welcomed everyone to AGM Has been Chair for 2 years. COVID has affected PTA fundraising over this time. Highlights: Rogaine organised by Beatrice and Kelvin, raised \$2.5K - hoping to repeat this event at new location Support of seniors ski camp with PTA donation Support for Reid and McEwan families with PTA funded meals - families very appreciative Lows: Lack of fundraising due to COVID and lost income - 2nd year of missing quiz night which raises about \$2.5k per quiz, Halloween disco (has been fundraiser but this year was a school event supported by \$200 donation from PTA for food/treats), school photos (this year will be 15% donation from photo sales as opposed to previous years of 100% profit) Need to look forward to new year for fundraising under new rules to be released by government |
| Audited financial statement - still to get accountant to conduct audit. Beatrice to contact Ricard Templeton to see if wife is able to assist Otherwise need to advertise on community Facebook to see if anyone can assist Treasurer's Report - Kate Fitzharris report from 5 July 2021 for financial year ending 31 March 2021 |
| Election of new Office Bearers / committee - the below was supported by all members present Chair - Kirby will continue for a bit longer Secretary - Estelle to continue Treasurer - Holly to continue Board of Trustee Rep / Staff Rep (to confirm exact description) - Jo as BOT rep and Tara as BOT /Staff rep |

PTA Meeting

| Need to know (no discussion needed) | Action |
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| Who was here? | Kirby, Roni, Rebecca, Holly, Estelle, Laura, Jo, Beatrice, Sarah, Ruth, Shelley |
| Apologies | Tara, Joy |

| Item | Action |
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| Minutes of last meeting | Beatrice and Laura accepted |
| New business | |
| Item | Action |
| Welcome to Ruth (Mum to Elizabeth in Mapounui) and to Shelley (Granny to Caiden in Mapounui) - thank you to Shelley to supporting the school Halloween disco | |
| Treasurer Report Holly presented report (attached to minutes). Minimal transactions in account due to COVID and no fundraising activities. (Outgoings - catering, Matariki entertainer) \$7431.10 in business account (this includes \$2500 raised by Thermomix raffle and tagged for bike track funding) | Petrol voucher for Becs to be actioned from last meeting To ensure thank you to Lisa in newsletter and announce funds raised / name of winner of Thermomix |
| Updates on items from last minutes: School Photos Beanos Pies Feedback received from families to Kirby indicated not great support at this time of year Scrap Metal Rogaine Quiz Night Tea towels Bike Track Multiple funding streams involved including getting approval from MOE to ensure track maintenance is agreed to for the future. | Sinead has taken photos today Kick of Term 1 with Beanos fundraiser Aim for Term 1 Need to have rules for goods accepted Need to recruit guy volunteers Beatrice discussing with Sarah if their farm can be the venue. March/April potentially Revisit for next year Aim for Term 2 Laura happy to help with photoshop of artwork \$2.5K in PTA account tagged for bike track |
| Funding Requests Tara - Lego mindstorms EV3 set worth \$886.62. Request for PTA for \$219.71 (part funded by remainder of Bendigo Trust grant) Bex - Request funding for a classroom pack of | \$219.71 approved (Kirby, Jo) To contact Bex/Tara to ask if alternative funding |

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| <p>resources (11 copies of each book for students) to help support Structured Literacy teaching - \$3100 - request for full funding by PTA. Discussion by members as to whether these resources should be from school budget / MOE funded. PTA funds more for "extras". Not able to fund \$3K with present balances available.</p> <p>Chris - further funding requests for ceramic community hub \$300 Outfitting (making new tabletops) \$75 Kiln props sourced secondhand \$150 Koha for Lee Mayhem who has helped over 3 weekend sessions lining shed - using own tools and consumables (eg nails, screws). Has also helped with other school maintenance issues \$100 for catering for official opening - 2022</p> | <p>available for these resources and review request with this new information</p> <p>\$300 + \$75 agreed (Roni, Kirby)</p> <p>\$150 Mitre 10 voucher agreed (Kirby, Holly)</p> <p>(= total of \$525 donation towards ceramics hub)</p> <p>Agreed in principle but on hold until 2022</p> |
| <p>Other Business</p> <p>End of year donations for class teachers Each year \$200 given to each class teacher during Term 4 to support end of year trip/ treats / resources</p> <p>Reid Family Look for other options to support family - have meal roster and ask school community to support it</p> <p>Term 4 raffle - Shelley suggested raffle with tinned foods/ bottles/ chocolates etc with donations requested from lifestyle block owners around Waitati. Shelley has lived for 5 years on farm at Mt Cargill Rd and never been approached for donations. Ask for 5 cans etc to be left out for collection Sarah - supported having a letter that she could also use to approach suppliers that they interact with via home /family business for donations for PTA fundraisers</p> <p>The Farmers and Artists Waitati Market - new market on last Sunday of every month and for train arrivals, on site of previous community market (land next to gallery) - run by Harvey St Merchants, Gallery on Blueskin and Blueskin Nurseries. 1st market on 12 Dec. Sally from Blueskin Nurseries has offered opportunity for school to have raffle</p> | <p>All agreed to continue this support (\$1000 in total)</p> <p>Jo to compile list of preferred / family friendly meals</p> <p>Need letter from PTA for Shelley to deliver to farm /lifestyle blocks requesting donations</p> <p>Confirm first market date and potential for raffle / sausage sizzle / chocolate eclairs (Tara happy to help)</p> |

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| <p>Waitati Garage Sale Shelley proposed copy idea from Winton annual garage sale. Buy map from PTA with locations of garage sales and what selling, garage sales pay fee to PTA to have sale that day, no food/drink to be sold at garage sale but redirect to school for food trucks etc. Profit from map sales, food sales</p> <p>Sausage Sizzles Mel from Harvey Street Merchants has donated terms worth of sausages. Term 1 - discussion need 2 -3 adults and these need to come from wider school community as too much for PTA - do a roster. Switch day from Friday - avoid Thur as nursery lunch day.</p> | <p>Aim for early 2022 whilst weather fine</p> <p>Need roster and advertise for volunteers Need to check stock of juicies</p> |
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