



**PTA AGM and General Meeting
21 November 2022 3.15pm
Waitati School**

AGM 21 November 2022
Present: Kirby, Roni, Becks, Estelle, Jo, Claire, Abi
Apologies: Beatrice, Shelley, Becs Des Fountain
Minutes of the last AGM (1 November 2022) Moved and accepted by Roni and Jo
Annual report from the Chairperson Kirby has been Chair for the last 3 years. Big fundraisers for this past year - scrap metal, bingo, beanos, disco. Raised about \$13K
Audited financial statement - still to submit accounts for auditing. Kirby has sourced accountant.
Election of new Office Bearers / committee - the below was supported by all members present Chair - Kirby will continue Secretary - Estelle to continue Treasurer - Holly will continue until Christmas. Becks voted into treasurer role with support / orientation from Holly and Estelle. Becks will need to get bank account access with Westpac. Board of Trustee Rep / Staff Rep (to confirm exact description) - covered with Jo as BOT rep and Tara as BOT /Staff rep

PTA Meeting

Need to know (no discussion needed)	Action
Who was here?	Kirby, Roni, Becks, Estelle, Jo, Claire, Abi
Apologies	Beatrice, Shelley, Becs Des Fountain

Item	Action
Minutes of last meeting	Not formally reviewed
New business	
Item	Action
New members for PTA Discussed the need for increasing	EOY BBQ might be opportunity to promote PTA / encourage new members.

<p>membership. Ideas - flyer to hand out at end at pick up, survey, ?info with photos of existing members. New entrants parents - many still have preschoolers but indicated keen to be added to email lists etc.</p>	<p>Promote PTA facebook page and for emails to be added to PTA email list (Need to source Maggie's Mum email (Beggs)) Produce "What is a PTA" info sheet - Claire to assist</p>
<p>Halloween Disco Profit of about \$300</p>	<p>Thank you letter to Becs DF mother for the decoration donation</p>
<p>Updates on items from last minutes:</p> <p>Tea towels To be ordered- likely \$6 cost. Discussion about selling at minimal profit to make affordable eg \$8</p> <p>Bike Track Katie Peppercorn had taken over and reiterated project would need Bike Track Committee</p>	
<p>Funding Requests</p> <p>Laura (on behalf of school) - Kids Literature Quiz in March 2023 -</p> <p>Elizabeth - Requested funding for passion project museum visit for those families who couldn't contribute.</p>	<p>\$230 approved (Roni, Jo)</p> <p>Kirby confirmed support from PTA as was less than \$50</p>
<p>Other Business</p> <p>School kitchen equipment - Roni spoke to this as became apparent during Master Chef that might be lacking some equipment.</p>	<p>To find out if stock take of equipment can be done and then list of things needed be drawn up - either for people to donate, PTA to fund purchase secondhand etc</p>