

Mairangi Bay School PTA Inc.

Meeting: Tuesday 2nd April 2019, 7.30pm in the School Staffroom

AGENDA

Present: Nicky Rooksby (President), Karen McLean (Secretary), Andrew Plinston (Treasurer), Julia Whitfield (Vice President), Nancy Wang (Vice Secretary), HaiYan Jin (Vice Secretary), Helen Dou (Vice Treasurer), Lin Lin, Sunny Cheong, Alex Rogers, John Bower, Grant Austin, Anna Rainey, Sharon Morgan, Lorraine Handisides, Bruce Warren (Principal), Claire Garnett (Teachers Representative), Natalie Callahan (visiting teacher from US).

7.30pm Administration Matters 5 Mins

Welcome and Apologies: Steph Chapman; Karen Adams, Natalie Minkin; Emma Donkin; Caley Plinston; Holly Fang; Amy Johnson
Adoption of Agenda
Correspondence
Confirmation of Minutes

Resolutions: *Acceptance of Agenda, Correspondence and Minutes*

Moved: *Claire Garnett*

Seconded: *Julia Whitfield*

7.35pm Principal's Report 5 Mins
(Bruce Warren)

There is quite a lot happening in the property space around the school. The caretaker's roof, clear-light verandas and clear-light in the waiting zone will all be replaced. The driveway will be extended and resealed, with new markings. The new court (old carpark at the back of the school) with the high fence will have line markings put on. The pillars that have caused issues with a peeling paint job will be repainted and the new shade sails (which the PTA are fundraising for) in the junior area will be put in.

A big thank you to Naz Spencer and parents for helping with the "you are us" stones. Camp was a great success.

Jenny Bates is working on the mural by the sandpit and Bruce has had a conversation with Rangitoto School about a new mural encompassing the schools new values.

The Board of Trustee (BOT) elections coming up in June, if you have any questions or would like more information please contact Bruce, Holly or Scott Walker (chairman). The next BOT meeting is Wednesday 10 April and they are starting 15 minutes early (7:15pm) to allow for Q&A and there is an offer for those interested to

stay and observe the meeting. If you are interested in attending please let Holly know.

Bruce did mention that he is missing his red (with white striped) apron and BBQ tongs from the back-to-school picnic. Karen will contact her ASB colleague to see if it was left in the BBQ.

7.40pm Chairperson's Report 5 Mins
(Nicky Rooksby)

[Chairs Report](#)

7.45pm Treasurer's Report 5 Mins
(Andrew Plinston/Lisa Peel)

[Treasurers report](#)

Andrew questioned if there were any further expense claims relating to the back-to-school picnic. Karen to follow up with Steph and Ed.

Payment of the Whittaker's Chocolate fundraising invoice required approval (\$13,607)

Resolutions: *Acceptance of Principal's, Chairperson's and Treasurer's Reports*

Moved: Alex Rogers

Seconded: Lorraine Handisides

Approval of any payments listed in the Treasurer's Report:

Moved: Nicky Rooksby

Seconded: Claire Garnett

7.50pm Amendment to the PTA Constitution 10 Mins
(Chairperson)

It was noted by Karen McLean that in the PTA Constitution the PTA's financial year end was recorded as being 31 March. This does not align to what has been reported.

Therefore, in accordance with the Constitution this meeting is deemed a special meeting and a proposal is made that the financial year end of the PTA be amended to 31 December. See separate remit to be distributed with these minutes.

All members of the committee present agreed to this amendment.

Moved: Julia Whitfield

Seconded: Claire Garnett

8:00pm Finalisation of the 2019 Events Calendar and Teams 20 Mins

(Chairperson)

Team Lead gaps:

Calendar Art – HaiYan volunteered to take the lead on this event. Lorraine will provide process notes and support for this year.

Bingo night - Lorraine has volunteered to be co-lead with Alex.

Event Dates:

Calendar Art - Claire to confirm what dates works with teachers as Lorraine suggested being this forward to May.

Think-a-thon - Claire to confirm date

Bingo night - Alex to come back with Sat night date for Bingo night following conversation with Bar Africa. NOTE: it was determined that we will try a BINGO night this year and not a Quiz

It was pointed out that the Santa parade was not included on the calendar - Karen to amend.

8:20pm 2020 Big Fundraiser 20 Mins
(Chairperson)

Nicky pointed out that if we want to do a big event next year we need to get planning as soon as possible because the 2018 Gala took almost a year to plan.

Nicky reminded people of the 'fun run' presentation made at the Feb 19 meeting.

This can be as big or as small as we want. Another option is to go with another Gala, or a colour run, or a combination of all.

Nicky asked each committee member to think about what they and their children would like to do and come back to the next meeting to make a decision.

8.40pm Update on Recent/Upcoming Events 10 Min

- Chocolates Fundraiser 2019 (Claire G)

All chocolates have been provided to the eldest child at the school. More boxes are arriving tomorrow (note that we have an agreement that we can send back unsold boxes).

A question was raised around helpers needed. Most money will hopefully come back electronically therefore there is less requirement for parent help. Next week (starting 8 April) and week one of term 2 (29 April) will require some help to count cash that comes in. Julia to manage. Karen to provide Julia with names of those who volunteered via sign-up genius.

Prizes – it was decided that prizes should be given to the child who sells the most in each syndicate (i.e. juniors, middles and seniors) and some spot prizes. Julia to ensure this message is incorporated in the reminder ETAP message going out on Monday.

- Uniform (Sunny)

Second hand uniform sales a little slow at the moment. A sample of girls culottes were shown - it seemed it had been forgotten that these were part of the uniform however there was a lot of interest in them.

- Senior Movie Night (Caley)

Nicky to provide Caley with process documents for the Movie night.

8.50pm Any Other Matters

Following the stocktake a number of items were brought to the meeting to determine if any committee member would have use of these (i.e. invitations for 40th and 25th wedding anniversaries, gift cards, 30th birthday candles and an assortment of birthday hats).

There were also samples of inspirational saying packs and note card packs that were offered to Alex and Lorraine as potential spot prizes at the Bingo night. It was decided these weren't needed for this event.

Meeting Close

Next Meeting: Monday 20 May