



# PARENTS ASSOCIATION MEETING

## Thursday 23 September 2010

### MINUTES

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#### Attendees

**Chairpersons:** Sam Barber & Adrian Porter  
**Secretary:** Lucinda Bertram  
**Treasurer:** Jenelle Dutch  
**School Representative:** Andrew Coote

<b>Parents:</b>	Claudi Pinkstone	Lisa Wydenbach	Cheryl Payne
Joanna Stuart	Pam Ismail	Danielle Galbraith	Penelope Murphy
Jackie Fittler	Heloise Halsey	Gerda de Jong	Kelly Devin
Michelle Butler	Josephine Garbellini	Christine Chandwick	

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**Apologies:** Megan Andrew

Opening at 9.53 am by the Chairperson, Adrian Porter

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#### 1.0 Welcome

1.1 Adrian welcomed all parents and thanked them for their support.

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#### 2.0 I-India Activity

2.1 Sam thanked all parents for their support of I-india Charity Fundraising so far this year. A curry and wine night will be arranged for the end of October. Chrissie Chadwick will be organizing and will need volunteers. SRC will also be organizing some activities to be determined by the children. The Book Sale looks like it will be a popular simple activity to organize again if there is enough demand.

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#### 3.0 Financial Update

3.1 Jenelle reported there is \$24,923.00 in the bank. The Trivia Night raised over \$11,000. Walking Tours raised \$58. The school has transferred the money from the fees and the 2009 promised purchases for the School have all been paid.

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#### 4.0 Tea Towel fundraiser

4.1 Claudie and Louise are working on the new tea towels and are going with a different design. There are some left over tea towels from last year's tea towels that Sam will try to track down.

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#### 5.0 Spending Plan

5.1 The fund will be allocated as per the results of the anonymous parent survey. Sam proposed \$12,000 for the computer and IT equipment (which includes computer terminals and Mimio boards) and \$7000 to go towards the new quote of \$26,000 for the sunshades. That leaves a buffer of over \$4000 in the account.

**ACTION**

Sam to ask Andrew when the likely construction date of the sunshade is.

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#### 6.0 End of Year Concert

6.1 The end of year Concert "Wind in the Willows" requires helpers to make or source props and

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costumes. Please let Sam Know if you can help. Adrian volunteered to assist with props. Joanna offered to help on the night. Kelly Devin questioned whether the budget accurately reflected the amount of \$35 per child as charged by the school. Sam Barber to ask Andrew about the funding. There will also be a Carols Night on 14 December. Parents needed for a singing item.

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#### **7.0 Term 4 activity/Christmas Party**

- 7.1 Christmas party is planned for Friday 3 December. We are looking for a venue for the night. The School has been approached by the Far East Organisation who may be able to help as a sponsor and also a venue.
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#### **8.0 Dads Weekend**

- 8.1 The camp was booked out in a week. Next years we may run one earlier in the year and those on the current waiting list will get first chance to book in. Anyone interested in helping arrange and co-ordinate next year's camp, please let one of the current committee of Josephine, Megan or Lucinda know.
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#### **9.0 2011 Committee**

- 9.1 We need to form next year's committee before the end of the year, particularly important for the Treasurer's role. The current committee will work out the tasks involved in each role and how they can be divided if needed. Any queries please ask the current committee.
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#### **10.0 Update From Andrew**

- 10.1 The School Council has now been formed and parents will be notified of the new arrangements. The school is sorting out adjustable height desks and will purchase soon. Fee changes will be notified early. Next year the school will start with 199 students. Andrew estimates the current premises can only cater for 250-260 students at the maximum.
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#### **11.0 AOB**

- 11.1 Coffee Machine is now not viable as they have changed their policy to have a \$200 minimum.
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**NEXT MEETING – Friday 29 October**

**Signed: Sam Barber**

**Adrian Porter**