

**Woodstock School
Minutes of PTA General Meeting
Monday 18 February 2019**

Start Time: 7.42pm

Present: Kirsty Cathcart, Jane Conlon, Maree Lewis, Courtenay Paul, Jenny Mills, Brigitta Warren, Claire Blomfield, Janeen Foote, Michelle Leitch, Gen D'Amours, Summer Reid, Aimee James, Renee Barrett-Jones, Leigh McGeady, Rachel Stringer, Mary Lamberton, Sandra Richardson, Flora Erdee, Becky's friend Amy?

Apologies: Susi Marinkovich, Chris Read, Bronwyn Nicholas, Tracey Wickham, Leianne Nordstrom,

Minutes of the last General Meeting: Emailed Friday 15th Leigh/Claire

Matters Arising from those minutes:

Sports Tops:

Courtenay to look at Sports uniforms and talk to **Renee** about purchasing more to continue to top up the sports tops. \$3500 in sports account so we like to leave some in there for ongoing costs throughout year however there is capacity to be replacing more shirts right now.

Also look at Basket Ball Singlets for a team - talk to Hannah Goodbehere about whether she is starting a team and Mary may be able to get some grants towards this.

Funds in the bank

We have \$12,000 still in the account from last years fundraising after our contribution to the 7,8,9 revamp. We had talked last year about putting these remaining funds towards bleachers. We passed that we will put \$10,000 towards these which leaves us with a little to get the next fundraiser going.

Chairperson Report

Joint report with treasurer for AGM & General meeting

Claire/Courtenay

Treasurers Report

As above

Mary/Courtenay

Principals Report

As per AGM report emailed out 16/02/18

Leigh/Courtenay

Correspondence:

Entertainment Books – Will we do it again? Issues with office not knowing if a book has been sold when people turn up for their book... Need more correspondence between office & organising person if we continue to sell physical books.. suggestion that we only sell online for the app..

[Brigitta](#) to check if we can just do it through the website.

General Business:

Fundraising planning

Suggestion to do a spreadsheet breaking down each fundraiser planned for the year, how much we have raised so far, how much it will cost so we all know where we are at and we don't go over the same ground at each meeting.. this will need to be updated regularly and have a key person managing it.

Wish List

Suggestion to add to the top of every meetings minutes what the wish list is for the year that we are fundraising for. So people always keep top of mind what we are working towards.

Fundraising items:

The school has put forward the following 'Wish List' of items & the PTA had one suggestion of the basketball hoop/s.

- 1 x Interactive Panels - \$6000
- \$1000 for ICT
- \$1000 PE Gear
- Junior Playground – approx. \$80,000 – to be priced then grants applied for. PTA to contribute 1/3, Board 1/3 & hopefully grants 1/3 but we will need to see what Mary can get through grants before this can be finalised. This will be a long term fundraiser looking at pricing this year and consulting school as they did with the senior playground and hopefully we can get it in, in 2020..
- Basketball hoops and astro turf where old junior playground is.

Fundraising ideas:

Easter Raffle: could get items from community(have a box at the office for school families to bring easter donations in or Whitakers have one off events before easter where they give away chocolate – easter kiwis for free? [Mary](#) to find out more info.. these could be used for an Easter Raffle.

Sell tickets at a desk in office?

Each child gets a sheet of tickets.

Could sell on kindo – then use online random selector to choose winner..

Funds raised will go towards the interactive panel – [Maree](#) to do the notice and [Claire](#) to work out how it will work on Kindo. [Maree](#) to wrap/present the raffle items once collected.

\$2 ticket or 3 for \$5

Add some Flowers – [Michelle's](#) mum could do? Michelle to find out more and let Maree know..

Bake Sale – end of each term. First one will be the Last day of term 1, Friday 12th April. [Renee](#) leading it. [Mary](#), [Courtenay](#), [Arna](#) to help. Needs notices home – these are in dropbox and can be edited.

Have decided not to do Hot Cross buns again – bake sale was bigger money earner.

Juicies – [Aimee](#) to find out more info then email it out to PTA to see if we do it this term or term 4

Spring bulbs – [Michelle](#) to find out more info. Been done in the past.

Re-useable bags/pegs/Eco Straws/re-useable beeswax wraps – to be done again term 2/3? Could make beeswax kits to sell at the End of year for Christmas presents? Good to repeat pegs as better known now. Arna will organise when the time comes.

House tee's: Find out stock of what we have and then find out if we can do dri-fit instead. [Mary](#) to look into it. Previously sold for \$15 each?

Umbrella's – [Claire](#) to put on Kindo

Other items we will do again:

- Cheesy Tuesdays - August
- Oxford Pies – Term 2
- General Knowledge-a-thon – Term 3
- Disco date? Bring that to next meeting Term 3
- Calendars Term 4
- Cheesecake Festival – Make sure we get a REALLY GOOD crowd pleaser flavour.

Major Fundraiser – Luxury Raffle Again.. Term 3 – Everyone to put thinking caps on and [Courtenay](#) will approach for prizes. Possibly an overseas trip to coincide with an event?

Find assistance with printing and design so those costs are lower and have prizes donated this time so profit is higher.

Have to have 2nd 3rd prize – this was feedback from last one. night out, dinner, family weekend away etc

IDEAS: Hawaii? Islands? Aussie for a game or event?

VIP Carpark – Tenders in term 4 for next year – Jenny has offered her carpark as well so we could include that in easter raffle.

Create a fundraising calendar for next meeting –[Aimee](#)/[Michelle](#) – You will find an old one in Dropbox and [Courtenay](#) can help if needed.

Next Meeting: Monday 1st April, 7pm in the Staffroom

Meeting Closed: 8.55pm

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Jane Conlon
Chairperson
Woodstock PTA