

CLUTHA VALLEY PRIMARY SCHOOL PARENT TEACHER ASSOCIATION MEETING MINUTES WEDNESDAY 20 SEPTEMBER 2017, 7.30 PM

Welcome: Renee welcomed everyone.

Present: Renée Judson (President), Camille McAtamney (Secretary), Laura Hunter, Rachel O'Connell, Val Ward (Principal) and Jody Louw (staff rep).

Apologies: Elise van Kessel (Treasurer), Deb Kinder, Geli Landerer (BOT rep), Shannon Ohuka, Annabel Crawford, Trudi McHaffie and Heidi McHaffie.

It was moved that the apologies be accepted.

Moved Rachel O'Connell/ Seconded Laura Hunter

CARRIED

Minutes from the previous meeting:

It was moved that the minutes circulated from the meeting dated Tuesday 29 August 2017 are a true and accurate record.

Moved Camille McAtamney/Seconded Laura Hunter

CARRIED

Matters arising from the minutes:

Survey

- Cover Letter to be checked
- Rachel to put onto Survey Monkey
- Dates – out on 21st September and due back 29th September

Moved Laura Hunter/Seconded Camille McAtamney

CARRIED

Correspondence

- **Correspondence in:**

- Emails from Cyclone to Renée re chromebooks 2018
- 1 care pack request
- Messages from prospective stallholders re House and Garden Tour
- Phone calls re House and Garden Tour

- **Correspondence out:**

- Reference for Annabel Crawford- supporting JP application
- Reference Rachel O'Connell- supporting Advanced Classroom Expertise Teacher Recognition application
- Phone calls re House and Garden tour
- Email to Irene Mosely re constitution queries
- Care pack sent

It was moved that the correspondence be accepted.

Moved Camille McAtamney/Seconded Laura Hunter

CARRIED

REPORTS:

Treasurer's Report: Laura presented the Financial on behalf of Elise report. (See Attached)

Total balance	\$87,896.91 (Cheque, Savings, Paypal & Debit Card Accounts)
Savings acc	\$82,095.26
Cheque acc	\$5,751.64

It was moved that Elise and Laura can transfer up to \$1200 for advertising for the House & Garden Tour.

Moved Renee Judson/Seconded Camille McAtamney CARRIED

It was moved that the treasurer's report be accepted.

Moved Laura Hunter/Seconded Rachel O'Connell CARRIED

Staff Report – as attached from Jody

BOT Report – Employing 6th Teacher – Job advertised

House & Garden Tour 2017

All Raffles will be sold at \$2.00

Sponsorship – Renee and Deb to look into this further

Recommendations:

To purchase 2 new urns - \$159.00 or from Johnstones \$119.00

Also to purchase 2 new tables

\$20 Children's tickets available for H&G Tour (inc lunches)

\$10 Children's tickets available for H&G Tour (inc afternoon tea)

Floats needed – Recipe Book and Raffles x2

Need to make sure there is enough programmes available this year.

It was moved that we purchase 2 new urns and trestle tables (if necessary).

Moved Val Ward/Seconded Rachel O'Connell

Next meeting Wednesday 13 November 2017 – 7.30 pm

Survey

House & Garden

Meeting closed 8.50 pm

Renee Judson President _____

Camille McAtamney Secretary _____