

# Prebbleton School PTA AGM | Minutes

**Held on Tuesday, 7 March 2023 at 7:00pm, in school staffroom**

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## Attendees

Alli Williams, Amy Gudgeon, Bron Hunter, Catherine Digby, Carly Napier, Courtney Rhodes, Hannah Thomas, Jessica Pinnington-Pilet, Jo Neal, Jodie Craig, John Russell, Karen Carpenter, Karen Dreaver, Karen Fletcher, Kerry Rayner, Kim Alexander, Krystle Poulter, Mandy Liu, Pam Ellis, Pip Macdonald, Rachel Huson, Roz Parker

## Apologies

Becs Dyer

## Previous minutes

The minutes of the annual general meeting held on 1 March 2022 were taken as read and approved.

Approved: Carly Napier

Seconded: Bron Hunter

## Matters arising from previous minutes

None

## Chairperson's report | Carly Napier

After a couple of tricky years, 2022 was definitely a year of growth for the PTA. We have stuck with the initiatives and events that we know work well but have also thought creatively and taken on new opportunities to mix it up a little. Our old favourites, the Mothers' Day stall and Movie Night, were again big winners and our revamped Father's Day Breakfast was enjoyed as much as ever by a huge cross section of our school community. The Disco was the place to be in August, offering lots of fun music and games along with an ever-increasing array of irresistible reasons for the children to part with their money. We provided hot cross buns, Original Foods baked goods, building brick sets and personalised towels for our families to enjoy and the regular sausage sizzles were the usual hit with the children... as well as the parents who were happy to have a day off making lunches. The Uniform Shop continued to be a great earner for us during 2022, income which we will miss for a couple of years with the new school uniform being introduced. In terms of our new initiatives, the Great Rock Hunt was exactly what all our isolated families needed in the earlier part of the year, with the challenge of finding the cool rocks that their friends had painted at school becoming quite a sport for some children... and their parents! The Rock Fairy was kept very busy over those 10 or so weeks and all the Facebook activity around this challenge was instrumental in raising the profile of the PTA at a time when we were so restricted. We finally got to hold our Kid's Market which was a pretty exciting day for the entrepreneurs amongst our children and drew customers from far and wide. The goal of winning a prize in our pumpkin growing competition has motivated green-fingered families throughout the summer and judging those beauties at the end of this month will no doubt be a complex task! The standout project for 2022 though, has to be PrebbTalks! Quite apart from the huge profit that was made on the night, this event undoubtedly brought interest, innovation, and inspiration to the adults of our community and provided a fantastic, fun night out. All of the initiatives that we have undertaken have required considerable effort and commitment to pull off, but their results have made it all worth it. Our success really has relied on being able to tap into our existing community relationships and, as a result, we have brought more and more people together. To me, that is a large part of what we are about. Additionally, with financial support from the PTA, the school has been able to purchase additional resources and install an inclusive group swing in the playground. That sounds like a successful year to me! Within the committee, we have made a few changes over the past year, which are contributing to the continued smooth running of the PTA: holding our Planning Meeting in November is already paying dividends, with our major fundraiser for 2023 – the Family Fun Day – already well in hand and our other activities plotted throughout the year in a manageable way. Also, having lots of different people taking responsibility for leading initiatives, promoting the committee and our events, general communications, and so on is making us a more balanced committee. Spreading the load is the way to go so let's keep this up! Ultimately, we couldn't have achieved what we have without the energy and dedication of all committee members, along with the Friends of the PTA who step up as required. Additionally, our strong links with the Prebbleton School Senior Leadership Team and ever-supportive teachers has really helped us to create the best outcomes for the children and the school. I thank everyone for their ongoing effort and support. A particular thank you goes to Bron Hunter and Catherine Digby for their efforts in the roles of Secretary and Treasurer. Their efficiency in these roles and countless hours spent working in the background has meant the PTA has run very

smoothly and certainly kept me on track in my role as Chairperson. All good things must come to an end though, as we say farewell to three committee members – Catherine will hang up her notebook after eight years on the committee, seven as Treasurer; Kate Butler, with no children left at school, has moved on after giving more than 5 years' service; and Hannah Thomas has passed the reins of Staff Representative on to Amy Gudgeon. I'd like to thank all three ladies for their significant contribution to the PTA over the years. I'm feeling proud of our accomplishments during 2022 and am looking forward to the awesomeness we have in store in 2023. With our main goal of providing further playground upgrades for the children in mind, let's continue to work hard and have fun together.

Approved: Carly Napier

Seconded: Catherine Digby

## Treasurer's report | Catherine Digby

### For the year ending 31<sup>st</sup> December 2022

The annual financial report for the year ending 31<sup>st</sup> December 2022 has been completed and a copy will be circulated with the minutes of the AGM meeting – a big thank you to Roz Parker who completed this task for us.

I can summarise the year as follows:

- **Total revenue: \$32,935.** This was largely from fundraising events including sausage sizzles; the disco; Uniform Shop; Honey sales; Original Foods; Towels; Mother's Day Movie Night; Mother's Day Stall; Kids Market; PREB talks; Father's Day Breakfast; Hot Cross Buns; Pumpkin Seeds and the Brick Fundraiser. We also received a small amount of interest during the year.
- **Total expenses: \$31,207.** \$13,047 of this total is attributed to the aforementioned fundraisers, \$16,579 in donations to the school, \$853 on the purchase of two new BBQs for the PTA, \$497 on a PTA flag and stand, \$150 on gifts and \$81 on other general expenses.
- PTA fundraised money that was donated to the school was spent on the following items:

	\$
Sausage Sizzle Profit donation to team 1-2	675
Sausage Sizzle Profit donation to team 3-4	675
Sausage Sizzle Profit donation to team 5-6	675
Sausage Sizzle Profit donation to team 7-8	675
Yr 8 Hoodies	1,000
Beehive management	1,642
Mahi Tahi Day	325
Basket Swing	10,000
Rock Hunt	600
Netball Dresses	313
<b>Total Donations</b>	<b>16,579</b>

- Net surplus for the year was **\$1,728**
- The balance at the beginning of the year was **\$15,967**. Adding to this the net surplus of \$1,728 the total **accumulated funds as at the 31<sup>st</sup> December 2022 was \$17,695.**
- Final decisions regarding current accumulated PTA funds will need to be made in 2023 by the committee.

A huge thank you to everyone who contributed to the fundraising events of 2022, there is a lot of hard work and effort that goes into raising these funds.

Approved: Catherine Digby

Seconded: Carly Napier

## Board and Principal's report | Kim Alexander

Thanks to all PTA members for your efforts in what was another difficult year. Prebbleton School is lucky to have such an supportive and active committee behind them; we appreciate the positive relationships you have with our staff and the balance you strike between fundraising and fun events for the children and the wider school community. Teams appreciate the funds you donate but the feelings generated by the events is so much more important.

Special thanks to Becs for organising the sausage sizzles, and to Karen Dreaver for driving PrebbTalks – a new idea that turned into a fun and successful event. Thanks also to Carly for her positive and fun leadership of the committee. A final thanks to Catherine, for all of her hard work and keeping everyone in line.

## Election of officers

The following names were put forward:

**Chairperson:** Carly Napier

Nominated by: Jessica Pinnington-Pilet

Seconded: Kim Alexander

Vote passed unanimously

**Treasurer:** Roz Parker

Nominated by: Catherine Digby

Seconded: Jessica Pinnington-Pilet

Vote passed unanimously

**Secretary:** Bron Hunter

Nominated by: Carly Napier

Seconded: Karen Carpenter

Vote passed unanimously

Committee members will be confirmed at the meeting following on from this AGM.

## General business

- Thank you gifts were given to Catherine Digby, Hannah Thomas, and Kate Butler recognising their service on the PTA committee, and all the time and effort out in over many years. You will all be missed!
- Changes required to bank account access and signatories to reflect current office holders.

**Motion: That Daniel Jamieson, Nicola Garbutt, and Catherine Digby be removed as beneficial owners of the Prebbleton School PTA bank account.**

Moved: Carly Napier

Seconded: Bron Hunter

Passed: unanimous vote

**Motion: That Carly Napier (Chairperson), Roz Parker (Treasurer), and Bronwyn Hunter (Secretary) be added as beneficial owners of the Prebbleton School PTA bank account.**

Moved: Catherine Digby

Seconded: Carly Napier

Passed: unanimous vote

**Motion: That Catherine Digby be removed as a signatory and Business online administrator of the Prebbleton School PTA bank account.**

Moved: Carly Napier

Seconded: Bron Hunter

Passed: unanimous vote

**Motion: That Roz Parker be added as a signatory and Business online administrator of the Prebbleton School PTA bank account.**

Moved: Carly Napier

Seconded: Bron Hunter

Passed: unanimous vote

Meeting closed at 7:22pm