

Te Totara PTA Meeting: Wednesday AGM 20 June 2020

2020

Minutes

Date:	24 June 2020	Meeting opened at:	7.30pm	Location:	Te Totara Primary School – Staff room
Attendees:	Moshe Malal , Rae Gunn, Fiona Hurst, Anne Frasier, Kerri Shanks, Shelley Bishop, Jo Stewart, Julyan Hoyte, Jodie, Kerry J, Rilesh Patel				
Apologies:					
Item	Topic	Discussion			Actions
1	Welcome	Fiona: Welcome to everyone, explaining the executive branch and who are Friends of Te Totara School.			
2	Minutes from last AGM	Read out. Will need to amend: Will need to change the nominating wording in the last meeting minutes. Fiona to change. Other than those changes, Fiona Accepts the minutes, Moshe seconds.			
3	Annual Reports	<p>Chairpersons report: Fiona for the 19/20 year. The PTA has had another successful year. The sunshade cover was put up, where PTA donated \$20,000 towards that . The Twilight Event was very successful . As always , our events have always been very well supported by the school community.</p> <p>Events included:</p> <ul style="list-style-type: none"> The Spellathon Art auction Disco Fun Run Entertainment books Ice block sales in the summer months <p>Many thanks to the wider Te Totara School community who make these event possible.</p> <p>Move to accept, Rae , seconded by Jo.</p> <p>Treasures report to be attached: Entered in Kerry, seconded by Fiona</p>			

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4	Elections and Thanks	<p>At this point if anyone is interested in joining, this is the point in the AGM when people can get nominated to jobs of the executive</p> <p>Chairperson Deputy Chairperson Treasurer Secretary Social Media / Communications role</p> <p>Fiona has given a breakdown of each of the roles. Treasurer and Chair and Deputy Chair are leaving</p> <p>Kerry: I will need a back up person to help with minuting meetings as I will not be available every evening for the next two terms as I will have some evening work.</p> <p>Rae: I am happy to help with being a backup person for minuting meetings Kerry: Thank you Rae, that will be great.</p> <p>Fiona: Would anyone like to step up as a chairperson role</p> <p>Anne: There is also the possibility of sharing the responsibility</p> <p>Fiona: Shelley, would you consider taking on the Chair role? Shelley: Not by myself Moshe: I'll share it with you then Shelley: I thought you were leaving? Moshe: Doesn't look like I am.</p> <p>Rilesh Patel: If Rae is willing to handover the treasurer</p> <p>Chairperson: Fiona nominates Shelley, and Mosh. Kerry seconds Deputy: Kerry nominates Julyan, Rae seconds</p>	
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		<p>Treasurer: Mosh nominates Rilesh, Rae seconds Secretary: Shelley nominates Kerry and, Rae seconds Communications: Shelley nominate Kerri Shanks, Fiona seconds</p> <p>Shelley : Many thanks from the rest of us to Fiona and Rae for the work they have done over the last year.</p> <p>Fiona: The PTA Constitution is on the Te Totara website Rae: Yes, and we should look at having a job handover meeting</p>	
5	Review of Constitution	<p>Rae: Might need to review any references to checks? Will have to agree to limits going up for a one time offer.</p> <p>Kerry: No changes to be made to the constitution Moshe: accepts</p>	
6	Correspondence	Kerry has handed over mail from ASB to Rae	
7	Events	<p>Fiona: Can we organise an ice-block day for next time Shelley: Book in 31 July – Ice Block day and Chips day to be scheduled now. We have extra stock from when we were going to run the disco Moshe: To help organise</p>	
8	Finance Report	Entered in	
9	School report	<p>AF: Could we go around and room and introduce yourselves and who your children are Round the room Many thanks to the PTA for the time and contribution, a special thanks to Rae and Fiona for the many hours and skills that they have poured into the PTA. I hope that you won't be far away. Have always been passionate about the community aspect, and so many of what we have done in this</p>	

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		<p>last year has been fantastic.</p> <p>The last six months have been very disruptive, and everything was very sudden and fast. Through it all though, we knew our families would be able to adjust.</p> <p>We tried to communicate with our families as much as possible, and as quickly as possible. There was not much time off for most of the staff last holidays. We hope that parents felt supported, and free to do whatever they were able to do with their children. There are I hope things that were good have not been lost.</p> <p>There has been a fair bit of pressure been put on teachers to get assessments done and reports put together before the end of term so teachers can have a good break these holidays.</p> <p>It has been a busy few weeks, but we are looking forward to things getting back to normal. We have gone cautiously into Level one, and taken things slowly. We have begun preparations for the school production, this will be for the Year 3-6 children this year. 8 – 10 September</p>	
10	General Business	Next meeting set	
	Next meeting	22 July - planning meeting	