



## Home and School Committee Meeting Minutes

**Place:** Titahi Bay School Staffroom

**Date:** 29<sup>th</sup> October 2015

**Time:** 7:30 pm

**Chair:** Michelle Sutton

**Present:** Michelle Sutton, Liesl Cheyne, Carryn Poki, Leah Jones, Elly Williams, Haidee Hemsley, Rachel Griffiths, Toni Martin, Lucy Hayes, Jacinta Hamer

**Apologies:** Cheryl Hanrahan, Jo Marshall, Sarah Campbell, Gaby Wesley-Smith, Lauren Jones

### **Matter arising from previous minutes:**

- No Disco Term 4 – too much going on at school
- H&S facebook page up and running
- Friday lunch fundraiser for the 6<sup>th</sup> Nov – to be discussed if we do or don't

### **Treasurers Report:**

Opening Balance as at 1<sup>st</sup> August 2015 \$14,669.40

Closing Balance as at 28<sup>th</sup> October 2015 \$11,048.50

Online banking details to be added onto any Home and School correspondence sent home to parents. Added to H&S facebook page.

### **Term 3 Fundraising:**

#### **Quiz Night Feed Back:**

Successful Night – \$1663 raised – a platter for a ticket still works well but should have had more food. To be reviewed for next event. Michelle to update Google drive.

#### **Calendars:- Gaby**

All on track, the order to be sent tomorrow.

## **Christmas Raffle:-** Lauren

All on track raffle to be drawn at the helpers morning tea on Monday 7<sup>th</sup> December. All tickets and monies needs to be in Friday 4<sup>th</sup> Dec. Helpers required to put the raffle prizes together usually done at school on Friday before. Volunteers required. Review to have H&S online banking details sent home with raffles.

## **Term 4 Fundraising:-**

- Triathlon – Next meeting 26<sup>th</sup> November
- Tri date is set for 19<sup>th</sup> march back up date to be confirmed. Photos- Robyn to follow up on another photographer for the day. Help will be needed to sort photos very tight time frame. NZ Post free postage envelopes received for the Triathlon, Miranda has these
- Pak n Sav Receipts – Nicky and Tony

## **Grants:**

Hutt Mana Charitable Trust: \$2000 towards Kitchen Project.

Pub Charity: not successful

Working on resolution for two more grants will do one for whole school trip if required – Miranda to confirm.

## **General Business:**

- Welcome to Jacinta Hamer our new teacher representative
- Online Banking covered under treasurer report
- Christmas Celebration for committee will be at Little India on 3<sup>rd</sup> Dec – Michelle will book
- Boat Shed Festival – declined offer will review next year
- Thank you card sent to Moana Arts for all there great donations we have received from them. Jo Marshall to do
- Planning for next year – Team Leaders to be confirmed next meeting. General consensus was to go with the status on our fundraising. One event per term.
- Shunt Couriers Fundraiser – Michelle to set up and get Titahi Bay School added to the promotions list

**Action Points:**

- Robyn to source another photographer
- Michelle update google drive with Quiz info
- Shunt Couriers - Michelle

**Next Meeting: 25<sup>th</sup> February 2015****Meeting Closed: 9.10pm**