

MEETING OF THE GRANT'S BRAES SCHOOL PTA

Monday 9th March, 7pm, Staffroom

Minutes

Attending:	<i>Emma Murdoch, Emma Hunter-Hills, Candace Galloway, Olivia Hills, Gareth Taylor, Jen Stevenson, Donna Bond, Nic, Hayley, Jen Murray, Yvonne Aubrey</i>	
Apologies:	<i>Spencer Bremner, Hannah Green, Alice Lowry</i>	
Correspondence In:		
Correspondence Out:		
Previous Minutes:	Moved: <i>Donna Bond</i>	Seconded: <i>Emma Hunter-Hills</i>
Treasurers Report:	Moved: <i>Emma Murdoch</i>	Seconded: <i>Olivia Hills</i>
<u>Item:</u>	<u>Discussion</u>	<u>Action (what & who)</u>
Welcome:	<i>Emma welcomes everyone to the meeting. Olivia opens with karakia</i>	
<i>Previous treasurers reports</i>	<i>Moved:</i>	<i>Seconded:</i> <i>Candace to share with the executive committee via email to move.</i>
<i>Cookbook sales</i>	<i>Update from sub-committee- Aimee Stocktake; approx 250 left to sell, spreadsheet for tracking. Candace only to update the payment column. The group agreed on consensus to \$30 including postage. Farmers Market dates confirmed for 11.04.26 unless 28.03.26 comes available. Ian to update the online order form.</i>	<i>Olivia organise 11.04.26 Aimee 28.03.26</i>
<i>New Constitution</i>	<i>Latest draft to be circulated to the school community. Face to face consultation Thursday 26th March. Questions to be answered at consultation then sub-committee to meet again to come up with a final draft. Adoption meeting date TBC.</i>	
<i>Disco Lights</i>	<i>Update from Emma HH. Waiting to hear back from the supplier. Discuss at the next meeting.</i>	

<p>Communication</p>	<p>Newsletter; Emma M has started. Group discussion about what this will include and who it will go to. New emails set up for treasurer and secretary. Shared Drive; this has been set up and will include agendas, minutes, fundraising docs/info, posters/flyers, calendar of events etc. The committee will have access and then parents to be added as necessary. Minutes; from now on, to be posted on the website and emailed to meeting attendees.</p>	<p>Emma M to complete.</p> <p>Gareth to add school calendar events to PTAs calendar.</p>
<p>Banking - Candace</p>	<p>Move removing westpac users and adding new. (Remove: Jenna Slade, Sarah Goudie, Sumanth Surendran. Add: Emma Murdoch, Emma Hunter-Hills.) Moved; Gareth, Seconded; Nic.</p>	<p>Candace.</p>
<p>Xero</p>	<p>Hayley generously offered to donate to the school for at least 6 years. Will set up alongside Candace. Moved: Aimee, Seconded Emma M.</p>	
<p>Junior Mats</p>	<p>Request discussed and will be added to our wishlist.</p>	
<p>Food Truck Evening</p>	<p>Request for discussion about moving date to align with a kura Matariki event. Possible Term 3, Week 1. To be discussed further.</p>	
<p>Fundraising update</p>	<p>Focus includes bespoke projects and the park project. Classes are always in need of devices, scooters requested by children, and a gazebo.</p>	
<p>Fundraising & Community Events</p>	<p>Term 1:</p> <ul style="list-style-type: none"> - Easter Raffle; \$1 tickets, limit 10 per child. Cards to be sent home Monday 16th, drawn 31.03.26. Prizes, 2x bunnies with small eggs, Colgate basket (kindly donated by Hannah Green), 5 x chocolate bunnies. - Hot Cross Buns; discussion about what funds will be used for. Cover has been paid for, would be nice to raise enough to cover costs of sunshade, toy box and toys. 	<p>Emma M to purchase. Gareth to follow up on quotes for sunshade.</p>

	<p>Term 2:</p> <ul style="list-style-type: none"> - Mothers Day Raffle; call for donations first week, term 2. - Disco - Burger Lunch; May 22nd. Decided at exec meeting. GF option to be available. - Sausage Sizzle (stock take freezer sausages) - Quiz & Bottle Auction (discussed at exec meeting) Duncan available to write the quiz and be the quiz master. Week 9, TBC. <p>Term 3:</p> <ul style="list-style-type: none"> - Fathers Day Raffle - Disco (moved from Term 4) - Chocolate? TBC <p>Term 4:</p> <ul style="list-style-type: none"> - Calendars (Artwork to be completed Term 3) - Food truck; Week 3, TBC - 2x lunch days - Fun Run; discussion about removing from school to remove teacher pressure. Possibly Rotary Park, discussed having stalls, ie candy floss/coffee. Bonus lap with coloured chalk. Businesses could sponsor a colour. To be discussed further. 	Gareth/Olivia
<p>General Business:</p> <ul style="list-style-type: none"> ● Pizza run sheet to be updated to say that the school credit card can be used to make the order. Discussion around absolutely no pressure on any parent to have to fund the order when offering to help coordinate the lunch day. Emma M to update. ● Wishlist to be created and included in the newsletter. May get some sponsorship from businesses. Olivia to create. 		
<p>Actions from last meeting: Gareth: shared drive. Complete. Cookbook sub-committee: meet to start marketing plan. Complete. Emma HH: research disco lights to bring back to wider group, quotes to come back.</p>		
<p>Meeting closed: 8:33pm Next meeting: Monday 4th May</p>		