

**WESTLAKE BOYS HIGH SCHOOL PTA MEETING
MONDAY 9 SEPTEMBER 2019 19H00**

Present:	Fiona Scanlen, Mridula Rajan, Sheena Parkin, Vivien McAvoy, Liz Peters (Staff), Helen Mason, Serena Bawden, Susan Sun, Jing Wang, Caroline Carlyle, Fran Irons, Lisa Manning, Vid Kulkarnis, Tracey Smith, Euphymya Lavelle (B.O.T.)
Apologies:	Robyn Dean, Susie Turner, Genevieve Overhill (stepping down from PTA)
Minutes from Previous Meeting:	Moved: Helen Mason Seconded: Mridula Rajan Accepted
Matters Arising:	None
Correspondence In/Out	Email from Elaine read out and made available to all. Update on canteen healthy foods.
Financial Report:	<p>For the period July 1 - August 30 2019</p> <p>Opening BNZ balance as of July 1: \$2,855.21</p> <p>Income during the period:</p> <p>Gross Interest: \$1.51</p> <p>Expenditure during the period:</p> <p>Cheque 51 - WBHS PTA winter dinner: \$150</p> <p>Closing BNZ balance August 30 = \$2,706.72</p> <p>Unpresented cheques: As of 9 September, two cheques remain unpresented as follows:</p> <ul style="list-style-type: none"> · Cheque 52 - Designation visual ignition systems (PTA banner): \$228.85 · Cheque 53 - Noel Leeming (Canteen Freezer): \$502.07 <p>Moved: Mridula Rajan Seconded: Sheena Parkin</p>
ACTION	
Second-Hand Uniform Store Report - 9 September 2019	
Finances	
Opening balance 30 July 2019: \$ 35,078.29	
Deposits: EFTPOS: \$1,170	
Bank Deposits: \$40	
Cash Deposits: \$240	
Total Sales: \$1,450	
Interest: \$10.85	
Withdrawals:	
Paymark limited \$16.10	
SmartPay NZ \$82.68 (x2 months)	
Closing balance 9 September: \$36,440.36	

Sales

July: \$815 Last year \$605

August \$1,440 Last year \$775

September MTD: \$100 EFTPOS + cash sales

YTD August 2019: \$25,517 YTD August 2018: \$21,480

Other business

September Saturday 21 Opening

Saturday opening on September 21 confirmed, 9:30 am - 1 pm. We will most likely not discount as we don't have enough stock but promoting it as a Saturday opening, especially for those not able to visit shop on Fridays. We have eight volunteers plus Robyn.

Tote/ Reusable bags

Lucy has made some re useable bags out of some of the old grey polos. We could sell for a few \$ or give away for free, to put uniforms in when sold. School has no problem selling them or giving away with purchases. Choir to keep donated shirts.

Moved: Vid Kulkarnis **Seconded:** Tracey Smith

REVIEW INFO EVENING AND GRANDPARENTS TEA

The general consensus on the Info evening is that the PTA is not required as only a few parents went to the staff room after the event. It was suggested we could set up tea/coffee in the street for when they arrive at the event. This discussion will be revisited prior to next years event. Feedback on the Grandparents tea is that it went well especially with the two stations.

CHANGE OF MEETING TIME FOR 21ST OCTOBER 2019

Reminder that the next meeting will begin at 18h30 due to wrapping and arranging of gifts for the teachers morning tea.

SOCIAL EVENT SEPTEMBER - 24TH SEPTEMBER XTREME BOWLING

We'd love to see you all at this social event. It is two games for one on the evening for \$14 pp. Mridula, Fiona, Vivien, Robyn, Caroline, Tracey, Helen, Lisa, Fran and Susan are interested in attending. An email in this regard will be sent out.

UPDATE ON DONATION IDEAS

The donation to the van is ongoing and will be revisited when Judith returns in October. Elaine from the canteen has received the fridge we purchased and is very grateful. Liz suggested we may like to donate towards The Big Read for the incoming Year 9s. The general consensus was we have donated a large amount to various projects this year and are unable to contribute towards this initiative. Fiona, Mridula and Caroline are to arrange a meeting with Mr Ferguson to discuss the teacher initiative we would like to donate towards.

TEACHERS MORNING TEA COMMITTEE

An email was sent out to all PTA members on the procedure of the teachers morning tea so all could be familiar with the process leading up to the event and on the day. The theme this year is a Mexican theme. Although we have a small budget to purchase items, please assist with any items you can lend for the event. On the Tuesday and Wednesday, during the day, Helen, Serena, Tracey and Fiona will assist in moving the gifts. Liz will assist with obtaining a room to keep the gifts in. Lisa, Helen, Fran, Fiona, Mridula, Caroline, Tracey and Vivien are available to assist with gift wrapping from 7pm on the 23rd of October. We are looking for someone to take the lead for the gift wrapping group. Vivien to request an updated staff list from Pam Mills for accuracy on numbers of gifts required.

HELPERS ON THE MORNING OF THE TEA

Decorating will be run by Susie Turner on the day with helpers Tracey and Caroline. Food setup on the day will be Mridula, Vid, Serena and Euphymya. Gifts on the day will be Fiona, Fran and Helen. If appropriate and confirmed with Mr Ferguson we will be able to announce the PTA donation to the staff and teachers on the morning of the tea.

BOARD OF TRUSTEES UPDATE

Thank you to Euphymya Lavelle for joining our meeting and for the lovely treats. Euphymya will email Fiona the highlights of the Boards meetings. Fiona has asked how the Year 13s will be differentiated between other years in terms of the new uniform,

OTHER BUSINESS

Liz has very kindly offered space in the year book for the PTA and will advise further details as well as the deadline for this. Caroline has offered to do the write for the year book for the PTA.

Thank you to Susie Turner for organising our first PTA banner which was put up and a group photo taken. See attached. The banner will be stored in the second hand uniform shop and put up every Friday and all upcoming events the PTA are involved in.

There being nothing further the meeting was closed at 8pm.

PTA MEETING DATES

21st October, Monday 18h30

OTHER DATES

Tuesday 24th September PTA Social evening 7pm - Xtreme bowling in Wairau

Thurs 24th October - PTA Staff/Teachers Morning Tea

Thurs 28th November - Graduation Dinner Set-up

Nov/Dec - PTA dinner, date to be decided