

WESTLAKE BOYS HIGH SCHOOL PTA MEETING MINUTES

Monday 4 May 2026, 7.00pm, WBHS Staffroom

Special Committee Meeting

Present:	PTA President Jodie Peters (outgoing), PTA Treasurer Vid Kulkurni, PTA Secretary Teresa Norris, PTA Events & Social Manager Tania Sinclair, Sandwich Co-ordinator Tali Attwood, Chinese Liaison Hellen Liu, Jimmy O'Brien (BoT Rep) Cathryn Wilson, Donna Wilson, Cindy Zhou, Fe Brown, Brigetta Stephenson, Chhaya Patel, Georgia Burn, Janet Cheng, Katie West, Naomi Naera, Raakhee Rahman, Katie Li, Zoe Zhang, Apple Chen, Nitha Brijesh, Summer Liu, Echo Jiang, Domonique Chin
Apologies:	Imogen Sullivan, Helen Dol, Shannan Blanchet, Eliza Richards, Dandan Guo, Lauren Collins, Bo Yang, Naiomi Naere (late), Melissa Cadman, Lucy Yang, Camille Smith (Staff Rep), Kirsty Nankervis, Peter Dennis, Emma Oliver, Isabelle Bollaert
Voting for Election of Committee Members:	PTA President: Outgoing President Jodie Peters nominated Teresa Norris. Teresa accepted. Unanimously elected. PTA Vice President: Jodie Peters nominated Donna Wilson. Donna accepted. Unanimously elected. PTA Secretary: Teresa Norris nominated Fe Brown. Fe accepted. Unanimously elected. Account Manager Second Hand Uniform Shop: Brigetta Stephenson nominated Nitha Brijesh. Nitha accepted. Unanimously elected.
Bank Account Signatories:	Motion: I Cathryn Wilson, outgoing Treasurer, set a motion that the members below be added/removed with stated authority as noted below. Seconded: Brigitte Stephenson Authority levels: • Operating authority (owner of the account, has full rights to make changes and close the account) • Signing authority (has signing rights only, not able to make changes or close the account) The following changes will take place: • Jodie Peters, WBHS PTA President has been replaced by Teresa Norris. Jodie to retain operating authority on the account until December 2026. • Teresa Norris is to be given operating authority on the account.

	• Cathryn Wilson, WBHS PTA Treasurer has been replaced by Vidyasagar Kulkarni, and will retain operating authority on the account until December 2026. • Vidyasagar Kulkarni is to be given operating authority on the account. • Luana Pepe-Ragg, WBHS PTA Vice-President has been replaced by Donna Wilson who is to be given signing authority on the account. • Luana is to be removed from the account effective immediately. • Elizabeth Pike, WBHS PTA Secretary has been replaced by Fe Brown who is to be given signing authority on the account. • Elizabeth is to be removed from the account effective immediately. • Juanita Fordham, Second Hand Uniform Shop Manager, is to retain operating authority on the account until December 2026. • Nitha Brijesh, Account Manger Second Hand Uniform Shop, is to be given signing authority on the account.
Minutes from Previous Meeting:	Accepted and Moved: Cathryn Wilson Seconded: Donna Wilson
Matters Arising:	No matters arising from previous meeting
Financial Report:	See attached report For period 16 March to 4 May Incoming \$6,418.33 Outgoing \$52,954.66 Surplus \$(46,536.33) Total accumulated funds are \$29,854 Moved: Naiomi Seconded: Helen Liu
Second Hand Uniform Shop Report:	See attached report For period 1 April 2026 Incoming \$2,243.00 Outgoing \$222.04 Surplus: \$14092.90 Total accumulated funds are \$34,841.00 Moved: Vid Kulkarni Seconded: Tali Attwood

General Business:	PTA Garden: Jodie gave an update on progress. Contractors have been selected and works commence in June 2026. Concept drawings have been supplied, but are subject to change and will be available for viewing at a later date. \$40k donation from PTA gratefully accepted by the school. Gazebos/Mobile Shade: Jodie provided an update on Camile's behalf. Camille has received pricing for one 6x3 and one 3x3 gazebo. However, due to some mis-use of current equipment, Camille is working with facilities and the sports office to iron out logistics (storage, booking, accountability and returns). Enquiry has been made into mobile shade umbrellas, which were discussed at our last meeting. Benefitz are looking into whether their suppliers can offer something similar as another option. Constitution: Cathryn received reviewed constitution from Andrew. Exec Committee need to agree on some points, but no major issues to report. Second Hand Uniform Shop: Open Wednesday and Friday this week, added an administrator role to help run the sales. Term 2 Social Event: Any ideas, can be email to Tania for committee to consider. Idea proposed at meeting Mini golf, indoor bowling. Tania to send out a vote on WhatsApp. Jimmy O'Brien extended an invitation for the PTA Committee and partners to join the Westlaker's at their annual outdoor lawn bowls event – date to be confirmed. Events: Parent teacher on Y11 21 May 2 people needed for the late shift. Mother Son fully subscribed. PTA Committee Meetings Dates for 2026 • Monday 15 June • Monday 27 July • Monday 31 August • Monday 21 September • Monday 19 October PTA AGM Meeting Date for 2027 • Monday 15 March 2027
Meeting Closed:	8.11pm