

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Minutes

21st March 2018, Global Classroom



Meeting Opened: 6:43

1. Present: Rob McEwan, Simon Angus, Anna Yard-Cumming, Naomi Arnold, Melanie O'Brien, Pam Crawford, Georgia Burbury, Clair Orliwoski, Dayana Baker, Krysta Brocklehurst, Jane Yarham, Claire McQuillen, Patrice Lawrence, Jo Bourne, Allison McShane, Anthony Gunton.
2. Apologies: Alf Whitbread, Sandy Barnes, Cath Williams, Tonia Blackwood, Sarah Rowley, Jan Glover, Cath Williams.
3. Minutes of Annual General Meeting held 29th March, 2017

Proposed Resolution: That the minutes of the 2017 Annual General Meeting be accepted.

Moved: Pam Crawford

Seconded: Naomi Arnold

Passed

4. Business Arising from Previous Minutes

4.1. Constitution Amendments

- The number of meetings to be reworded to provide more flexibility on when meetings are held
- Action: Lou Christie to draft rewording for consideration prior to 2019 AGM

5. President's Report

Attached

6. Headmasters Annual Report

Attached

7. Treasurer's Report

- The audit has been completed, but the file is currently still with our audit partner for review, however it is very unlikely that there will be any changes to the accounts
- All issues with Spotless were resolved last year and there are no current issues outstanding
- Tuck shop contract ends at the end of this year

Proposed resolution: That the 2017 financial statements tabled at the Annual General Meeting be accepted.

Moved: Jane Yarham

Seconded: Krysta Brocklehurst

Passed

8. Election of Office Bearers

All positions vacated.

President	Lou Christie
Vice President	Anna Yard-Cumming
Secretary	Krysta Brocklehurst
Treasurer	Claire McQuillen
General Members (4)	Jo Bourne (Middle)

	Clair Orliwoski (Senior School) Georgia Burbury (ELC) Alison McShane (JS)
Committee Members (4)	Dayana Baker Jane Yarham Sarah Rowley Tonia Blackwood
All accepted and ratified.	

9. Other Business

9.1. Constitution Amendments

- PA Roles and committee members – proposed change of wording to revise the General Members and remove mini-school reference
- Lou Christie to put wording together to be considered during the year (21 days' notice prior to 2019 AGM)

9.2. Auditor Appointment

Proposed Resolution: The Hutchins School Parents Association will continue to remain with Wise Lord and Fergusson as the account auditors

Moved: Krysta Brocklehurst

Seconded: Dayana Baker

Passed

9.3. Parents Association Subscriptions

Proposed Resolution: Parents Association Annual Fees to remain at \$35 for 2019

Moved: Pam Crawford

Seconded: Anna Yard-Cumming

Meeting Closed: 7:30pm

