



The Hutchins School Parents' Association Meeting

Date: Tuesday 21 October 2025

Location: Board Room

Meeting opened: 6.30pm

Present

Courtney Bell
Kate Woods
Rowena Salter
Shirl Badenach
Holly Orsman Smith
Lynn Redwig
Laura Machin
Krysta Brocklehurst

Apologies

Rob McEwan

Acceptance of Previous Minutes

Moved – Rowena Salter
Seconded – Lynn Redwig

Actions List

President's report

The PA fundraising cocktail party held on the 17th of October 2025 was a wonderful success. Thank you to the Hutchins Event Staff, Kate Woods and everyone else from the Committee who assisted with this event.

The PA Committee have committed to supporting the Southport Campus upgrade proposal received from Mr Matt Groves on behalf of the Outdoor Education Department. We will continue to have discussions with relevant Staff and Maintenance Staff re the amount of support the PA can provide.

As the President of the PA, I will liaise directly with Mr Groves and other staff about the nature of our support for this project. I will keep the Committee informed of any updates I receive.

**Treasurer's report**

See separate attachment

Correspondence

Incoming NIL

Outgoing – NIL

Matters for Noting**Matters for Approval (including actions arising from the previous minutes)**

Dunk Machine bond and conditions – waiting on updated contract.

Business Arising**Southport proposal update**

Waiting on response from Head of Outdoor Education to progress discussion further.

Head of Outdoor Ed also invited to next meeting.

Other business

For discussion at the next meeting

- determining the desired buffer amount to be maintained in the bank.
- Fundraising ideas for next year – potential quiz night or mother's day high tea on a Sunday afternoon. Potential locations Glenn Albynn, Wrest Point, Villa Howden.

Cancel the cheese board from 2026.

Cocktail party

- Great evening, with approx. amount raised \$6500
- Feedback: Great theming and lighting, great venue, potential later finish next time, food to be placed in a more prominent location

Meeting close: 7.14pm