

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Minutes: 4th May 2021

Boardroom, 6.30pm



Meeting Opened: 7:43pm

Present: Alli McShane, Nick Ledwell, Anna Yard-Cumming, Hayley Baker, Dayana Baker, Lou Christie, Dr Rob McEwan, Shirl Badenach

Apologies: Anthony Gunton, Patrice Lawrence, Cas Thoars, Helen Harris, Krysta Brocklehurst

Acceptance of Previous Minutes:

Moved – Dayana Baker

Seconded – Nick Ledwell

President's Report

- Short amount of time since last meeting, therefore not a lot of activity
- Submitted article for Magenta and Blacker
- Bucket hat sample has arrived from Midford
- Playground Update:
 - Dr McEwan presented a net based climbing style as the proposed playground for the Junior and Middle School.

Treasurer's Report

- Activity report attached
- Revenue recognized from 01.02.21 – 28.04.21 is predominantly the P&F Subscription revenue at \$19,624.50 (which is only slightly down on last year which was \$19,831)
- The Blokes and Spokes Event made a small profit at \$101.29
- The expenses associated with the New Parents Cocktail Party were recognized \$2,462.83
- Tuckshop profits are sitting as a loss for the first 2 months of the year at \$2,404.70
- Catering expenses have been recognized of \$159.54 related to the AGM
- The Audit Fee of \$350 has been paid to Wise Lord and Fergusson
- The overall position is a profit of \$14,349 so date this financial year.

Headmasters Report:


- Junior/Middle School Playground – see President's Report
- Middle School Building progressing well, some areas are nearly ready for students to use
 - To be named after Mr Chris Rae.
 - Official opening on the 3rd of August 2021 (Anniversary Day)
- Strategic Directions – 2021 and beyond
 - Five strategic priorities of learning, wellbeing, sustainability, character, and community.

Correspondence:

- Incoming:
 - Alli McShane received correspondence regarding events during and immediately following the Head of River Rowing Regatta. Discussed further by meeting and Dr McEwan.
- Outgoing
 - Nil

Actions arising from previous minutes	
Item	Action
<u>Video Conferencing for PA Meetings</u> <ul style="list-style-type: none"> Options for future meetings 	In progress
<u>School Community Website</u>	Deferred. Kezia unavailable.
<u>Advancement Office Update</u> <ul style="list-style-type: none"> Update from John Groom 	Carried Over
<u>Events</u> <ul style="list-style-type: none"> <u>2021 Events</u> <ul style="list-style-type: none"> <u>Ladies High Tea - Dayana</u> <ul style="list-style-type: none"> Booked for June 27th at Hadley's for 100 people Room choice of Atrium and the Mary Hadley and Lead Light room Floor plans & layout provided Deposit request and event contract Cost is approx. \$57 for a glass of champagne and high tea Motion: The PA will provide the deposit to Hadley's to confirm the booking Moved: Nick Ledwell Seconded: Anna Yard Cummings <i>Motion Passed.</i> <u>Magenta and Blacker (Term 3)</u> <ul style="list-style-type: none"> Friday 21st of August 2021 PA will be helping bar and gates Alli to arrange volunteers <u>Mother's Day and Father's Day Stall:</u> <ul style="list-style-type: none"> Millie Fox – Has offered to take on both stalls Anna to provide support this year and handover <u>Class Parents for 2021</u> – Lou 	<p>Ongoing – Dayana</p> <p>Ongoing – Alli</p> <p>NFA</p>
<u>Uniform Committee update – Alli</u> <ul style="list-style-type: none"> <u>Bucket hat</u> <ul style="list-style-type: none"> Sample has arrived Will be available in the school shop for purchase Jason Reeve to investigate the Sun Smart recommended dates 	NFA
<u>Book Lists & Blazer embroidery/process update</u> <ul style="list-style-type: none"> <u>eBooks</u> <ul style="list-style-type: none"> Dr McEwan to investigate school's policy regarding eBook/textbook purchasing <u>Blazer Embroidery</u> <ul style="list-style-type: none"> Process is very cumbersome and not clear. Request for school to provide more clarity regarding the process and what is included on blazers 	Dr McEwan

Business Arising:

Item	Action
<p><u>Middle School Colours/Service Booklet</u></p> <ul style="list-style-type: none"> ▪ Is difficult and complicated to understand ▪ Request for possible review 	<p>??</p>
<p><u>Po9 Funding Request</u></p> <ul style="list-style-type: none"> • Rob to ask Shane to send through a completed PA Funding Request Form to then be endorsed by Rod <div style="text-align: center;">  <p>Po9 MTB funding request for PA.pdf</p> </div>	<p>Lou to email PA Funding Request form.</p>
<p><u>Rory</u></p> <ul style="list-style-type: none"> • Mention regarding the Senior School report that provided very little information • Difficult to locate criterion results in Rory to get an overall picture of student progress 	<p>To raise next meeting.</p>

Meeting Closed: 8:15pm

Next Meeting: 15th June 2021