

Minutes of the Medbury Parents' Association

Meeting Date: Tuesday 1 September 2015

Present: Devonie Eglinton, Julia March, Michelle Murray, Lucy Cochran, Rachelle Connolly-Smith, Barbara Redway, Jane Lattimore, Rochelle Dunster, Catherine Aitken, Lee Barrett, Lee Brown, Peter Kay

Apologies: None

Next Meeting: Tuesday 20 October 2015, Medbury School Library, 7:00pm

ACTIONS FROM MEETING

Ref	Action	Owner	Status	Status Update
A12	Follow up with the organising committee of the Christ's College House Tour for feedback on length of time required to plan and organise an event of this scale.	Peter Kay	Under Action	12.05.15 CC did not want to disclose / share any information. Michelle to follow up with a couple of CC Parents who were on the organising committee. 16.06.15 CC have now endorsed any follow up. 1.09.15 Peter to now follow up with CC re effort required to organise such an event and approximate funds raised.
A17	Awarding of badges to the Junior School. Options to be investigated.	Peter Kay	Closed	1.09.15 To remain status quo.
A18 (NEW)	Follow up with Fendalton School re their upcoming House & Garden Tour for effort involved and funds targeted and raised.	Lucy Cochran	Open	
A19 (NEW)	Investigate what options are available if the MPA were to organise an 'Amazing Race' type event.	Barbara Redway	Open	

Closed Actions will remain for one meeting then be moved to the Closed Action Register (copy held by the Secretary).

MINUTES



No	Item	Discussion	Action Points
1	Previous Committee Meeting Minutes	<p>The minutes of the Parents' Association committee meeting held on 28 July 2015 have been previously circulated.</p> <p>Motion: "That the Minutes from the meeting held on 28 July 2015 be adopted as a true and correct record".</p> <p>Moved: Catherine Aitken; Seconded: Rachelle Connolly-Smith; Carried</p>	
2	Correspondence	No formal correspondence received.	
3	Trust Board Report	No report to present as the Trust Board had not met prior to this meeting of the Parents' Association committee.	
4	Treasurer's Report	Report submitted by Julia March.	
5	Headmaster's Report	<p>Report presented by Peter Kay.</p> <ul style="list-style-type: none"> ▪ Appointment of a new PE teacher still a work in progress. ▪ North Island Tour was a great success and the Medbury boys were wonderful ambassadors for the school. ▪ Attendance no.'s at Church Services are not as expected. The school clearly articulates that attending Church Services are part of a Medbury boy's education. There is also the expectation that the wider Medbury family also attend their respective son's service. Looking at ways to reinforce this expectation. ▪ Music Evening format has been changed to try and manage how long the performance is. Will be trialled for this year and then reviewed for moving forward. 	
6	Boarders Report	<p>Report presented by Rochelle Dunster.</p> <ul style="list-style-type: none"> ▪ New Matron, Joan Holland, has now been appointed. She will be working 4 days/week and Rosemary Black will be working 3 days/week. ▪ Boys are calling home now once a week which has been greatly appreciated by the Boarding parents. ▪ Boarding survey was well received by the Boarding parents. ▪ Parents room should be up and running by the start of Term 4. 	

No	Item	Discussion	Action Points
7	Events	<p>House and Garden Tour (2016)</p> <ul style="list-style-type: none"> ▪ Still under review and ongoing discussion as to whether this will be something the MPA will undertake. ▪ Fendalton School is having a House & Garden tour in November. Will follow up with them re effort involved and funds raised. <p>Amazing Race (2016)</p> <ul style="list-style-type: none"> ▪ This was tabled as a suggestion for consideration with the view of doing something that is fresh and new. Need to investigate options and report back to the committee for further discussion. <p>Athletics Day</p> <ul style="list-style-type: none"> ▪ Being held at Christ's College on Sunday 1st November. ▪ Raffle to be organised. ▪ Tabled offering Tip Top ice creams to sell. To be confirmed if feasible. <p>Ladies Lunch</p> <ul style="list-style-type: none"> ▪ To be held on Friday November 6th at Riccarton House and will be a High Tea format. ▪ Agreed that this is about bringing the Medbury female community together (rather than a direct fundraising event). ▪ Still need to book a musician. 	<p>Lucy to follow up with a contact at Fendalton.</p> <p>Barbara to investigate further.</p> <p>Lee Brown to own. Peter to confirm.</p> <p>Lee Brown to ask Chris if he might be the event's musician.</p>
8	General Merchandise	<ul style="list-style-type: none"> ▪ Hold All to be posted on School's Facebook page. ▪ Stocktake to be completed prior to each MPA committee meeting. 	<p>Rachelle / Catherine to undertake.</p>
9	Merchandise Fundraisers	<p>Wine</p> <ul style="list-style-type: none"> ▪ Update on status provided to committee. To be launched early Term 4. <p>Art Cards</p> <ul style="list-style-type: none"> ▪ Now live on the School's website. Good uptake so far. 	

No	Item	Discussion	Action Points
10	Other Business	<p>Field Scoreboard</p> <ul style="list-style-type: none"> ▪ Still work in progress. Expected to be complete before the start of Term 4. <p>39 Years On</p> <ul style="list-style-type: none"> ▪ No involvement required from the MPA committee. <p>Sausage Sizzle</p> <ul style="list-style-type: none"> ▪ Lucy has this all under control. Turn of the Y6 parents to provide help. <p>Medbury Parents' Association Committee Member Nomination</p> <p>Motion: "That the nomination of Liz Winters to the Medbury Parents' Association committee be accepted".</p> <p>Moved: Devonie Eglinton; Seconded: Lucy Cochran; Carried</p>	
11	School Services	<p>Cup Cleaning</p> <ul style="list-style-type: none"> ▪ Follow up with Jo Keleghan re requirements for Winter Sports Prize Giving. 	Barbara / Lee Barrett
12	Other Matters Arising	<p>MPA Fundraising Plan</p> <ul style="list-style-type: none"> ▪ The following suggestions have been tabled as fundraising targets: <ul style="list-style-type: none"> ○ School Mini Bus <ul style="list-style-type: none"> ▪ Peter presented a proposal to and discussed with the school staff who have fully endorsed this potential purchase. Peter has confirmed the following school requirements: <ul style="list-style-type: none"> • Preference is for diesel. • At least 14 seats. • Must have a tow bar. • Must be automatic. • Preference is for it not to be brand new. ▪ MPA will contribute the funds and the school to decide on whether to purchase or lease. <ul style="list-style-type: none"> ○ Tents for the Outdoor Education Programme. ○ Stadium Jackets for Winter Sports Coaches. <p>PE Uniform Track Pants</p> <ul style="list-style-type: none"> • Not wearing very well. Can the quality be improved? 	<p>MPA to undertake preliminary investigations re ballpark \$ figures for new and second hand vehicles to enable a fundraising target to be set.</p> <p>Peter to follow up with Helen.</p>

There being no other matters, the meeting closed at 8:35 pm. Confirmed as a true and correct record of the meeting.

Sign Off

Authorised Signature		Authorised Signature	
Name	Julie March	Name	Julia March
Date	24-11-15	Date	24-11-15

