

## Minutes of the Medbury Parents' Association

**Meeting Date:** Tuesday 2 February 2016

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

**Apologies:** Barbara Redway

**Next Meeting:** Tuesday 5 April 2016, 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	<b>12.05.15</b> 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. <b>16.06.15</b> CC have now endorsed any follow up. <b>1.09.15</b> Peter to now follow up with CC re effort required to organise such an event and approximate funds raised.
A18	Follow up with Fendalton School re their upcoming House & Garden Tour for effort involved and funds targeted and raised.	Lucy Cochran	On Hold	<b>20.10.15</b> Postponed until Feb/Mar 2016.

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 24 November 2015 have been previously circulated.</p> <p><b>Motion:</b> "That the Minutes from the meeting held on 24 November 2015 be adopted as a true and correct record".</p> <p><b>Moved:</b> Jane Lattimore; <b>Seconded:</b> Julia March; <b>Carried</b></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"> <li>▪ Dining Room has been painted. Overall impression is good.</li> <li>▪ Thank you extended to the MPA from the Medbury support staff for their Christmas gifts.</li> <li>▪ Minivan has been purchased and is currently being fitted out and painted.</li> <li>▪ Governor General is coming to dinner. The boys in the 1<sup>st</sup> 11 cricket team will be helping out.</li> <li>▪ New colour 'purple' added to the effort cards. Will be difficult to achieve and stretch those boys who readily receive a 'blue'.</li> </ul>	
6	Boarders Report	<p>Report presented by Rochelle Dunster.</p> <ul style="list-style-type: none"> <li>▪ Start of the school year drinks for the Boarding parents were held at the Commodore. Was very well attended and everyone thought it was a great way to 'break the ice'.</li> <li>▪ New matron is due to start. There are 27 boys in the boarding house (9 new boys). Rosemary Black is still the weekend Matron.</li> <li>▪ Weekends 'in' to be one at the start of each term as well as one towards the end of the term.</li> <li>▪ Upgrade of the Dorm room is complete and everyone is very pleased with the outcome. Parents' room is up and running as well.</li> </ul>	

No	Item	Discussion	Action Points
7	Events	<p><b>New Parents' Cocktail Party</b></p> <ul style="list-style-type: none"> <li>▪ All committee members will be required to attend as well as the Class Reps.</li> </ul> <p><b>School Open Day</b></p> <ul style="list-style-type: none"> <li>▪ MPA to help out with morning tea – Barbara / Rochelle / Lee.</li> </ul> <p><b>Golf Tournament</b></p> <ul style="list-style-type: none"> <li>▪ This will definitely be in Term 4.</li> </ul>	Check with Helen if the MPA still need to make sandwiches. (Dev)
8	General Merchandise	<ul style="list-style-type: none"> <li>▪ Stocktake to be completed for year end.</li> <li>▪ Promo stand to be set up during Term 1 for new parents.</li> </ul>	Catherine / Rochelle
9	Merchandise Fundraisers	Nothing to report.	
10	School Services	<ul style="list-style-type: none"> <li>▪ Sausage Sizzles – will require a new person to come on board to manage.</li> <li>▪ Scholastic Books – Lucy has volunteered to carry on with this.</li> </ul>	
11	Other Business	<p><b>Class Reps 2016</b></p> <ul style="list-style-type: none"> <li>• Still a few gaps to fill. Email to be sent out to the parent community.</li> </ul> <p><b>Committee Composition 2016</b></p> <ul style="list-style-type: none"> <li>▪ Confirmed committee member vacancies and nominations received to date.</li> <li>▪ Committee member lead roles to be confirmed at the next meeting.</li> </ul> <p><b>Breakfast with the Boys</b></p> <ul style="list-style-type: none"> <li>▪ Need to lock in a guest speaker. Perhaps Peter Beggs (Antarctica New Zealand CEO)?</li> </ul> <p><b>Major Fundraiser 2016</b></p> <ul style="list-style-type: none"> <li>• Modified quiz night to be further explored. Date to be confirmed. Leads to meet and discuss further – Rochelle / Lee / Jane / Liz.</li> </ul>	Confirm if Peter Beggs is interested. (Rochelle)
12	Any Other Matters Arising	None raised.	

There being no other matters, the meeting closed at 8:30 pm. Confirmed as a true and correct record of the meeting.

**Sign Off**

Authorised  
Signature   
Name Arvanie Eghton  
Date 4.5.16

Authorised  
Signature   
Name Julia March  
Date 9/5/16