

## Minutes of the Medbury Parents' Association

**Meeting Date:** Tuesday 20 October 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 24 November 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	<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.
A19	Investigate what options are available if the MPA were to organise an 'Amazing Race' type event.	Barbara Redway	Closed	<b>20.10.15</b> Undertook some initial investigation into this and presented back to the committee. Has been decided that this is more suited to team building rather than school community fundraising.

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

# MINUTES

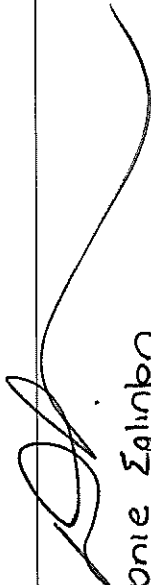
No	Item	Discussion	Action Points
1	Previous Committee Meeting Minutes	<p>The minutes of the Parents' Association committee meeting held on 1 September 2015 have been previously circulated.</p> <p><b>Motion:</b> "That the Minutes from the meeting held on 1 September 2015 be adopted as a true and correct record".</p> <p><b>Moved:</b> Catherine Aitken; <b>Seconded:</b> Rachelle Connolly-Smith; <b>Carried</b></p>	
2	Correspondence	<p>A card of thanks has been received from the Medbury School Head Boy, Dominic Edmond, thanking the committee on behalf of the school for the recently purchased new scoreboard.</p>	
3	Trust Board Report	<p>Report presented by Michelle Murray.</p>	
4	Treasurer's Report	<p>Report submitted by Julia March.</p> <ul style="list-style-type: none"> <li>▪ Query regarding the funds received from the swim bags to be followed up as there appears to be an anomaly in the stocktake numbers.</li> </ul>	
5	Headmaster's Report	<p>Report presented by Peter Kay.</p> <ul style="list-style-type: none"> <li>▪ New scoreboard has been very well received.</li> <li>▪ Staff would like Stadium jackets for next winter sports season. Parents' Association to consider as part of their 2016 fundraising plan.</li> <li>▪ Currently looking at new furniture and whiteboards for the new teaching block.</li> <li>▪ New parents survey recently completed.</li> <li>▪ Music evening review endorsed the change in format however preference is for it to be on one night only therefore will move to Christ's College for 2016.</li> <li>▪ New Junior lawn well received by the boys. Looks great and very real!</li> <li>▪ Peter and Dev met with a representative from the 'The Parenting Place'. Looking at running a parents' course during Term 2 2016.</li> <li>▪ Uniform shop requires additional helpers on a Monday afternoon and a Wednesday morning. Peter to ask in the next 'In the Week'.</li> </ul>	

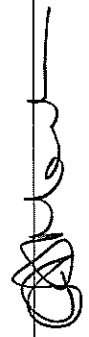
No	Item	Discussion	Action Points
6	<b>Boarders Report</b>	<p>Report presented by Rochelle Dunster.</p> <ul style="list-style-type: none"> <li>▪ Three new boys welcomed into the Boarding House this term. There will also be new boys coming in at the start of Term 1 2016.</li> <li>▪ There have been a few causal boarders staying.</li> <li>▪ Parents' room looks really good.</li> </ul>	
7	<b>Events</b>	<p><b>Ladies Lunch</b></p> <ul style="list-style-type: none"> <li>▪ Jazz duo booked, menu all sorted.</li> <li>▪ 45 tickets sold so far. Minimum is 70. Request the Class Reps to follow up with their respective classes.</li> </ul> <p><b>Athletic Sports Day</b></p> <ul style="list-style-type: none"> <li>▪ Raffle prizes being sourced.</li> <li>▪ School said no to offering Tip Top ice creams for sale.</li> <li>▪ Will not be running a sausage sizzle due to the logistics of trying to organise.</li> </ul> <p><b>Amazing Race (2016)</b></p> <ul style="list-style-type: none"> <li>▪ Barbara undertook some initial investigation into this and presented back to the committee. Has been decided that this is more suited to team building rather than school community fundraising.</li> </ul> <p><b>Call Rally (2016)</b></p> <ul style="list-style-type: none"> <li>▪ To be considered. Need to investigate further.</li> </ul> <p><b>Masquerade Ball (2016)</b></p> <ul style="list-style-type: none"> <li>▪ Tabled as a suggestion if a formal ball type evening was to be planned. Further discussion required.</li> </ul>	Barbara to follow up.
8	<b>General Merchandise</b>	<ul style="list-style-type: none"> <li>▪ Hold All to be posted on School's Facebook page.</li> <li>▪ New swim bags on order.</li> <li>▪ Merchandise stand to be set up after school during Term 4 to promote items.</li> <li>▪ School record albums stand to be set up after school during Term 4 to promote.</li> <li>▪ Stocktake to be completed prior to each MPA committee meeting.</li> </ul>	Catherine to action. Catherine has under action.

No	Item	Discussion	Action Points
9	Merchandise Fundraisers	<p><b>Art Cards</b></p> <ul style="list-style-type: none"> <li>▪ Merchandise has arrived. Needs to be distributed.</li> </ul> <p><b>Wine</b></p> <ul style="list-style-type: none"> <li>▪ Update on status provided to committee. Price points discussed and to be agreed upon.</li> </ul>	Dev to advise if additional help required.
10	Other Business	<p><b>School Open Day</b> - Barbara / Rochelle / Lee Barrett to help serve morning tea.</p> <p><b>New Parents' Morning Tea</b> - Dev / Liz / Rachelle to attend.</p> <p><b>Grandparents' Day</b> – Rochelle/ Dev / Michelle / Lucy / Catherine / Liz / Rachelle to help serve morning tea.</p> <p><b>Invited Speaker Evenings</b> – Investigate options. Maybe Nigel Latta?</p>	Barbara to follow up
11	School Services	<p><b>Scholastic Books</b> – nothing to report.</p>	
12	Other Matters Arising	<ol style="list-style-type: none"> <li>1. Committee welcomed new member, Liz Winters.</li> <li>2. Caps to be considered as an option instead of the wide brimmed sunhat for those boys playing cricket.</li> <li>3. Xmas Tree – confirm date to be put up.</li> <li>4. Fendalton School's House &amp; Garden Tour has now been postponed until Feb / March 2016.</li> <li>5. School Mini Van – seats required reduced to 12 due to P license requirements. Lengthy discussion held on approach to be taken re purchasing, price and timings. Committee members to follow up with parent contacts.</li> <li>6. Medbury Parents' Association Operating Budget – discussion held on how much the Parents' Association should hold as a base operational budget.</li> </ol> <p><b>Motion:</b> "That \$15,000 be held by the Medbury Parents' Association as a minimum operational budget".</p> <p><b>Moved:</b> Devonie Eglinton; <b>Seconded:</b> Julia March; <b>Carried</b></p> <ol style="list-style-type: none"> <li>7. Leavers' Bears – to be purchased again this year, x85.</li> </ol>	Catherine to follow up with Dean McGuigan.  Catherine to investigate options.

There being no other matters, the meeting closed at 9:00 pm. Confirmed as a true and correct record of the meeting.

**Sign Off**

Authorised  
Signature   
Name Devonie Eglinton  
Date 2 Feb 2016

Authorised  
Signature   
Name Julia March  
Date 2/2/16.

