



**Wellesley Parents' Association (WPA)
Meeting Minutes
Monday 9 November 2020
Staff Room, Days Bay at 7.00pm**

Association members attending	Brendan Pitman, Cilla Bennett, Francis Crombie, Kate Oppenhuis, Robert Pritchard, Anna Vrede, Rosie Torbit, Kati Schroderus, Chloe Bridgeman, Rebecca Clancy, Bec Fitzpatrick, Nicola Maud, Phillipa Bossley, Paul Fryer, Rachael Wilson, Emma Worthington, Sarah Jane, Melanie Taylor, Nicole Noldus
Apologies	Anna Sims, Bridget Hargreaves, Melanie Mein, Janelle Harland, Greta Ardern and Ding Wang

Opening – Welcome/Apologies

Cilla opened the meeting, thanked everyone for attending and welcomed those new to the WPA. Apologies were conveyed.

Previous Minutes review

The minutes from 12 October 2020 were confirmed as a true and accurate account. Moved by Chloe Bridgeman and seconded by Kate Oppenhuis.

Principal's Report

Brendan presented his report. The key things to note are:

- Thank you to all parents who have helped at the recent school events, it has been greatly appreciated.
- Term 4 is a very busy term for all staff and parents with a number of events taking place.
- Mr G is grateful for all the support and is managing his treatment well at home. If anyone would like to send wishes to him, please email him directly at steve@wellelsey.school.nz or Karen who will pass them on. Any gifts for Steve are to dropped to his home. Farewell celebrations are postponed at this stage.

Treasurer's Report

A summary of the Treasurer's Report was presented by Robert. Key points include:

- WPA levies have been paid to the school.
- The purchase of an artwork from Artbourne has been completed. The painting has been hung in Veronica's office.
- The artwork was the first female artist the WPA has purchased.
- Some background on our art gifting policy was discussed with parents new to the WPA.
- Rosie will update the art register with details.
- Income of \$5,385 – Term 2 and 3 levies (\$5,340) and entertainment books (\$42) plus interest.
- Expenses of \$1,745 – ARTbourne, PR and Meeting expenses, Bank charges and Xero Accounting system.

School/Foundation Upcoming Events

WPA Social Event

Board, staff and parent drinks were being held at Dilingers on Lambton Quay with the WPA providing nibbles.

Artbourne 2020

- Rosie provided an update. A very successful event with \$80,000 in sales. All profits are split between the Foundation and WPA.
- Specific thanks to Robert Pritchard for the huge hours worked over the event and to Rebecca and Kirk Fitzpatrick for running the BBQ/bake sale on the Saturday. The bake sale was very popular.
- Suggestions for next time are to do more advertising and promotion, and to have more of a 'carnival' aspect to it. Coffee cart and bouncy castle to be booked 6 months in advance, have music and hire games like giant jenga etc.

Athletics Day

- Middle school and senior school athletics days both went well, supported by the helpers on the WPA BBQ who enjoyed being involved.
- The BBQ for the Junior school athletics will be run by Robert with help from the house captains and gappers.

Junior disco

- Ding, Mel and Bridgette are organising this event, led by Ding.
- Tickets to be sold via TryBooking. Robert to check with Karen to see if a separate WPA account can be set up. This has been discussed and requested in the past but it has been overlooked by all. Robert will set up for future events.

Class rep update

- Nicola Maurd is taking over as co-ordinator. No changes expected to this system as it is working well.

- Suggestion to send a list of events that work well to class reps. Cilla has a copy of this. A morning tea for class reps has been popular in the past.
- Would be ideal to have existing class reps confirmed by the end of the year if they are keen to roll over and continue for 2021.

Fundraising

Art Calendars/Diaries

- Unfortunately this is not happening due to the disruptive year.
- It was proposed that going forward the artwork is completed in Term 1 to ensure it is ready to go for ordering of items in Term 3.
- Phillipa has asked for someone to pick up this job next year. TBC at February meeting.

Entertainment Books

- \$42 in sales.

Additional Business

- Chloe congratulated Brendan on recent promotions.
- Buses are to be fitted with seatbelts by the end of the year. Currently one bus has seatbelts fitted.
- Use of digital devices on buses/ferry is to be discussed.
- WPA recruitment is a priority for 2021 with a number of roles being vacated in March 2021 (at next AGM). A discussion on what roles will be vacant was had. Cilla to send job descriptions to all.
- Rosie raised the idea of a wish list being created by the staff to help determine future fundraising goals. The sound system was mentioned as a possible goal as it is no longer fit for purpose. Requires the hiring of equipment each time it is needed to be used.
- Brendan to ask staff to formulate a list with any proposals to WPA early next year for consideration. Any proposals must be of benefit for the whole school.
- Cilla to provide a list of key WPA activities for 2021 to Rosie and Karen to put into the school calendar. Sunday Fun Day day needs to be confirmed by the end of this year. A suggestion to have it around week five of term one was made.

Meeting closed: 8.45pm

**Next meeting suggested for Tuesday 9th
February 2021 (tbc by Brendan)**