



Wellesley Parents' Association

Minutes of Meeting held Monday 16th October 2023, 7.30pm, Online

Committee Members	Robert Pritchard, Sam Batchelar, Caroline Drury, Sarah-Jane Hays, Cormac Denton, Chloe Bridgeman, Madeleine Andrews, Dinah Cohen, Amy Anderson, Cherie Burnett
School Representative	
Foundation Representative	N/A
Apologies	Mike Bain, Ding Wang, Nicola Mackenzie-Maurd

Action Items & date	Date	Who	Status
• Playground sunshade scoping	TBA	Cherie	In progress
• Art Calendar	Term 4, Wk 1	Sarah – Jane	Completing
• WPA Membership management		All	TBA
• Sunday Funday 2024		Rob	In progress
• Greeting Cards			Hold
• Entertainment Books		Anna Lane	In progress
• School Disco	TBA	Rob	Completed

REGULAR COMMITTEE MEETING

Opening/Apologies/Previous Meeting Minutes:

Rob Pritchard opened the meeting at 7.36pm and gave apologies for Mike Bain, Ding Wang and Nicola Mackenzie-Maurd.

Rob noted that this was the last WPA meeting of the year and thanked the WPA for their support while he was the Chairperson as he is not going to be at Wellesley next year. The WPA have been involved in a few activities in the past few months and the volunteer and commitment from people has been wonderful and he hopes it continues.

Previous meeting minutes were agreed by Chloe Bridgeman.

Action Items:

Playground Sunshade - Cherie reported that she had sent out the notes taken from her meetings with Shade Pro and Coverworks plus the quote received so far from Shade pro to Rob, Sam Caroline and Mike for their expertise and was waiting to hear back from most of them. Rob commented that Mike had responded that he had a query over the height of the shades. Cherie agreed that Mike had responded regarding that the shades may block the view of classroom 3.

Rob noted that as Mike was not there, he would address that it could be a big-ticket item and is it something that we could have as a fundraiser. Rob thought it would be a good idea. Cormac questioned for us to think about is there something better that we could spend 30K on as 30K does not go far but he agrees that sunshade is worthwhile. Cherie addressed that the cost of 30K was not the cost in the quote received for the shades the two amounts in the quote supplied were for the two areas of the playground and would likely be over 50K once council code of compliance etc was included.

Madeleine asked for confirmation that only one shade cover would empty the account. Rob confirmed and noted in the past the WPA has usually kept a balance of about 30K but is now reduced to 10K given that we do not do the gala anymore. Dinah believes that we should spend on the children rather than hold a large amount of funds if they are not needed for running costs. Rob asked do we agree that the sunshade is a good fundraiser idea and to come up with some fundraising ideas.

Sarah-Jayne asked if we had to fund the full costs of the shades and asked if there was another option to build a structure instead of the shades. Rob said that in the past the long-term goal was to have the playground moved to a different location, so they have opted for a playground that was designed to be moved if needed. Rob noted that the shades should have good longevity.

Dinah recommended that we put up one shade to start then fundraise for the second area. Given the period one shade is better than none. Rob agreed but had concern about getting traction for fundraising for the second one. It was also discussed what area would be chosen first to shade. Madeleine suggested that we go out to our Wellesley community and network for sponsorship and possibly naming rights. Rob agreed that that is the fundraising part of it however that the school would have its own view regarding any option around naming rights or branding. Madeleine asked how many quotes have come in so far, Cherie responded that only one has come in so far from Shade pro and that Coverworks were having trouble sourcing someone to do the post work as mentioned at the last meeting. Cherie has been given the name of another company to try and thought we should reach out to the company that build the playground. Cherie recommended that we need to do our due diligence and get more quotes and more information. Cherie said regarding fundraising we could apply to the Lotteries Commission for fundraising. Madeleine agreed that we require more quotes and suggested that we get like for like quotes as they can vary significantly along with the quality etc. Rob summarised that we would plan to install one of the shades for the playground and as part of that plan we will get 3 quotes like for like, based on that put together a fundraising plan for the second shade and/or to assist with the first shade. To action Rob, Sam, Caroline and Mike to review the quotes and information supplied. Cherie to obtain two additional quotes that are like for like and from there we can sort a final agreement of what we need. Mike would also need to agree to the structures for the school.

Art Calendar – Sarah-Jane informed that the web site closed on the first Monday of the holidays, all the details were finalised with the company, and they were able to do quick turnaround with the orders in the second week of the holidays. Sarah-Jane was able to get them all sorted and out on the Friday for the parents on the Monday. Total of 342 items sold, for a total of \$5108.40. The WPA receive a rebate of \$1313.05 up a bit on last year. Sarah-Jane said it worked out a lot better this year with the teacher's involvement in getting the artwork done. Sarah-Jane spoke with Glen and he agreed as well. With getting the artwork done and it being organised may have contributed to the increase in sales with parents thinking about early Christmas presents to send overseas etc. Sarah-Jane informed that it would be her last year on the WPA so there is vacancy for someone to pick up the role for next year. It can be a big commitment; families can order a lot to send family and friends overseas and there is a deadline to work towards to get the artwork to the company and once received back it needs sorted and labelled for the families. The company is good to deal with and organised. Rob thanked Sarah-Jayne for all her work on the calendars.

Greeting Cards – Not discussed.

Membership management – Sam and Rob have spoken and will set aside a time to sit down and go over ideas to get more families to join the WPA.

Sunday Funday 2024 – Sunday Funday is the WPA event, and it has replaced the Gala. Mel Main has organised in previous years but is not going to be at the school next year to organise and she usually organises it over the Christmas break. Rob to get a date from the school but thought it is usually the end of February or start of March. Dinah thought we did it late March this year and Sarah-Jane thought we didn't get a date until the start of the year. Caroline and Sam have volunteered to run the Sunday Funday and will talk with Mel then will get volunteers. Rob to get date from Mike. Sarah-Jane recommended we have identifiers for the WPA members for events to help encourage new parents to the WPA. Rob recommended we get a set of Create for a Cause T-shirts from Tim with the Wellesley Monkey and have Wellesley parent's association printed on them. Sarah-Jane recommended we see if we can get them in a different colour to stand out.

Entertainment Books – Not discussed.

Additional Items:

Athletics over 3 days with 3 separate BBQs Wednesday 25th Thursday 26th and Friday 27th October. Rob to take the lead and it will be his last time on the BBQ.

Schools Foundation:

Games – Sam has looked around and thinks we will be able to get all the wish list of games for the \$1000 previously agreed by the WPA. Donated games are still at school.

Runathon – Wednesday 20th September Rob reported it went well.

Create For A Cause – Caroline provided a summary of the numbers for Create for a Cause. It was a busy event and a good intro for Artbourne. Made overall approximately 20K taken on the day. In terms of donations and numbers they get split up between, donations for kids art, the student art work year 8, T-shirts and Tims art.

Donations \$1750 website and \$1800 donations on the day. T-shirts \$3400, \$13500 for Tims art and the student art was \$2100.

Rob said that the Year 8 students get their profit of what they make. Profits of the T-Shirts go back to the art class and Tims art 30% goes to the foundation. Kids art donations go to mental health foundation.

Rob informed us in the past the WPA has purchased art from the artist in residence. Mike recommended the Monkey Kid Artwork, and Rob agreed to put it to the PA for approval. It costs \$2200 for the print. Previously the art purchase has been \$1000 to \$1500.

Caroline suggested we give them a budget of what we can afford. Sam asked if we could purchase a smaller print as another option. There were no objections to the Wellesley Monkey print. Caroline noted that she liked the Wellesley Monkey print as it was good branding for the school. Rob will chat with Glen to see if we can negotiate a special price for the artwork or purchase a smaller print and discuss the purchase of the Wellesley Monkey T-shirts for the WPA.

Class Reps 2023 – Not discussed.

Principals Report:

No report given with Mike not being able to make the meeting.

Treasurer's Report:

Caroline emailed a copy of the treasurers report out to the WPA. Caroline did a run through of the report at the meeting. The year to the end of September, not much has happened since the previous month.

Term levies invoices have not been completed yet but have \$13000 income in the fundraising section and spent \$2600 on Wellesley events to date to end of September. Charities registry for the annual report has been filed and the fact charges. There is \$10500 movement in the account for the year and an opening balance of \$27428. Rob has an outstanding bill from Grandparents Day and one for the BBQ to come.

Other Items:

End of year function for WPA, Caroline to organise a location, time and find a date around the 9th or 16th November and to email out. Rob suggested a \$500 budget for platters and a first round of drinks.

Rob made a very special mention for Chloe as it is her last meeting with the WPA, Chloe has been part of the WPA for an impressive 30 years. Unfortunately, Chole has resigned from the WPA for personal health reasons and will be dearly missed at the WPA meetings. All the best Chloe.

Meeting ended: 8.35pm

Next meeting: Monday 12th February 2024

REF: List of WPA Committee Members 2023

Name	Position	Son/s class
Robert Pritchard	Chair	Year 6
Sam Batchelar	Deputy Chair	Year 3
Caroline Drury	Treasurer	Year 5
Cherie Burnett	Secretary	Year 5
Amy Anderson		Year 4
Belinda Zohrab-McConnell		Year 7
Bridgette Smithson		Year 8
Anna Lane	Will help with events	Year 2
Chloe Bridgeman		former parent
Cormac Denton		Year 2
Dinah Cohen		Year 8
Ding Wang		Year 4
Emma Worthington		Year 6
Erica Luke		Year 8
Madeleine Andrews		Year 6
Melanie Main		Year 6
Melissa (Mel) Curry		Year 5
Mia Dong		Year 2
Michael Bain	Principal	n/a
Nicola Mackenzie -Maurd	Class Rep Co-ordinator	Year 7
Rebecca Clancy		Year 7
Rebecca (Bec) Fitzpatrick		Year 4 and 5
Sarah-Jane Hays	Art calendars	Year 8
Tatsat Mishra		Year 2