



PTA Meeting

Date: 28th July 2025

Meeting held at: Waitati School, 1121 Mount Cargill Road, Waitati, 9085

The people whom have effective control of the organisation are:	Julia McEwan - President Rebecca Pickford - Treasurer Laura Mulconroy - Secretary Wendy Walsh - Signatory Rebecca Williams - Staff Representative Tara O'Neill - Board Representative
Present	Tara O'Neill, Debbie Donaghy, Rebecca Williams, Sam Pickford, Nicola Winter, Julia McEwan, Georgina Lawson & Laura Mulconroy.
Apologies	Alice Laws, Wendy Walsh, Rebecca Pickford
Review previous minutes	Motion: The PTA accepts the Minutes from 6th May as a true and accurate record of the meeting. Moved: Rebecca Williams Seconded: Tara O'Neill

Carried Over Actions from Minutes

Completed Action - Purchase socks to sell in the office - Laura M This was an easy fundraiser. A simple ordering system, and we sold out in two weeks.

ACTION - Order more socks to sell in the office. Reach out to other families to sell in their workplace. Focus on socks for Father's Day - Laura M.

Finances and Charity Registration	Completed Action- Contact accountant (Brian Halles) for annual financials and re-registration as a charity We are happy to announce that as of 29th April 2025, the Waitati PTA is now a registered charity. Number CC41807. We would like to thank Rebecca Pickford for all her hard work to make this happen. The Waitati PTA bank account balance on 28th July = \$16,073.81. Completed Action - Add Alice and remove Mikaela as banking authority at Westpac. Alice has filed all the paper work, we are just waiting on Westpac to confirm that it's complete. ACTION - A current signatory to follow this up with Westpac - Wendy or Becks P to call or pop in.
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	Completed Action - Purchase of a voucher as a thank you for the previous PTA President, Shelley - Becks P purchased a voucher, and Julia M wrote a card thanking Shelley and her family for all their hard work fundraising for the school.
Review of Ski Camp donation for the school	Due to the planned casino night being postponed, the PTA reviewed the Ski Camp costs, arrangements and donation amount. The PTA also discussed rising costs, budget restraints and the possibility of opening the trip up to the rest of the school. The PTA agreed that the fundraising for ski camp must continue this year. Bex W is leading 5 markets until the end of the year and a variety of raffles. The PTA discussed the idea of matching a PTA donation to the money raised by the ski camp families. Motion: The PTA will donate towards ski camp, the exact amount will be confirmed after the fundraising finishes. They will pay the shortfall or a minimum of \$2,000. Moved: Georgina Lawson Seconded: Sam Pickford Completed Action - Contact the Rotary Club about organising a casino night to raise money for ski camp. - Bex W and Sam P A massive thank you to Sam for making contact with the Rotary Club, and putting all the arrangements into place. Sadly due to low ticket sales this fundraiser has been postponed.
Update on flying fox install	Completed Action - Contact Otago Engineering to see if there are other options for playground bark that would be compliant for the Flying Fox - Laura M - Confirmed that the soft fall will be sand and only needs to be 200mm deep as the drop is 2mtrs. Work will commence in the first week of August by McEwans Engineering. Who will do the groundworks for the soft fall and poles. Poles are going in on 4th Aug. The PTA agrees that the money raised for the flying fox remains in the account, despite the school receiving grants to cover a lot of the costs. At this point it is not exactly clear what the extra work will cost. ACTION - Contact Otago Engineering and ask them not to do the final hook up until we have the platform completed. - Laura M
Update on resurfacing the sports court	Only one quote received so far. Isaac Construction Ltd for the asphalt, \$42,310.45 plus GST Carried Over Action - The school to approach the Waikouaiti Coastal Board and Otago Community Trust for money towards the sports court upgrade in 2026 - Laura & Tara ACTION: To chase up Tiger Turf and Playground People - Laura

	ACTION: To look into turf and contact one of the families who have a link to Hockey Otago - Laura .
Garden shed upgrade	Bex W contacted Cook Brothers and will work with them to upgrade our tractor shed building. ACTION: Inform the PTA on the progress of this project (let us know if the PTA can help) - Bex W.
Planning for mid-winter fundraisers for 2025	The PTA discussed lots of great ideas like garden tours, selling Whittakers chocolate or Bay Road peanut butter. More information is needed to decide if these are good options. To be discussed further.
Update on sheep poo fundraiser	The sheep poo fundraiser has been a great fundraiser, engaging the kids in fundraising and raising money for the school. Thank you to the Lawson family for leading, the Blueskin Nurseries for supporting us, and the Lion's Club for the opportunity to raise money. On Monday 4th August the school will go up to the farm and fill bags for the Lions Club, then this fundraiser will be paused until the spring flower show. ACTION: To follow up on the donation due from the Blueskin Nurseries - Georgina L
Fair feedback	The PTA reviewed the feedback from the fair and can confirm that the community would like a yearly fair. It was agreed that February is the best time to do this, because of the weather. Exact date to be confirmed and fair committee to be formed. The PTA agreed that they would like to focus the fundraising on the sports court for 2026.
Review constitution	It was agreed that there should be a separate meeting to review the constitution, especially the numbers around the committee and quorums. Date to be confirmed.

Any Other Business - items for the next meeting	Review Constitution Fair Sub - Committee Wish list from school
Next Meeting Date	TBC
Meeting times	3.20 - 4.20pm

Signed as a true and accurate record of the meeting.

Julia McEwan, PTA President (who has effective control)	Laura Mulconroy PTA Secretary (who has effective control)
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