

The Catlins Area Home and School

Meeting Minutes

Tuesday 30 June 2020

7pm, The Catlins Area School, Owaka

Present: Kate Staniford, Alyssa McDougall, Tania Walker, Annie Jackson, Melissa Mason, Olivia Smith
Tania Barr, Theo Janssen, Angela Senior

Apologies: Lisa Given, Melanie Burgess, Nicky Hartvigsen

Moved: Alyssa/Angela

Minutes of previous meeting read & confirmed:

Moved: Annie/Angela

Matters arising from previous minutes: none

Correspondence:

- **Correspondence In:**
 - Email from Kate Staniford regarding funds in account and Home and School donations to the school.
 - Quote from Mountain Fresh (water fountains)
 - Entertainment book information on digital memberships
 - Book Cover info and samples (fundraising)
 - Calendar info and samples (fundraising)
 - Tea Towel info and samples (fundraising)
- **Correspondence Out:**
 - Thank you letters to all Farmers that donated to Prime Lamb Competition

Matters arising from correspondence:

Alyssa thanked Nicky H for organising the thank you letters for the Prime Lamb Competition.

Treasurers Report:

Annie was present but unfortunately unable to present the treasurers report as we are changing systems so figures were not available, but Home and School will be informed when available.
\$3,000 has been deposited into the school account from the Wisp Hill Trail Ride Fundraiser.

General Business:

- **Role of Home and School**
 - **Constitution**

Alyssa went over the Constitution that Home and School are to adhere to and abide by so everyone knows how it is to be run.
 - **BoT Concerns**

The Board of Trustee's raised concerns over the amount of money held in the account, where it could be benefiting the students.

Also the Board of Trustee's raised the issue of 'partial' funding of items from Home and School where the school need to pay the remaining amount – this causes issues sometimes as the school has a budget set out well in advance and may not have the remaining money to spend at the time. The BoT recommend Home and School fund a complete item/items so this issue doesn't arise or collaborate with the BoT when the budget is being sorted so we can decide what items we can fundraise for in advance.
- **Water Fountains**

The water fountains are needing replacement and are not in current school funding. Kate has emailed Home and School to see if we would fund 5 new water fountains. School will pay for installation.

Shane has sourced quotes and the total cost to Home and School for 5 water also with bottle filler is \$7315.85.

Tania Barr moved that Home and School buy 5 Water Fountains with bottle fillers.

Moved: Tania Barr/Olivia Smith

Everyone agreed and it was passed.

- **Entertainment Book**

The Entertainment Book Fundraiser has gone solely digital this year and are able to have 4 people using one Subscription. One Subscription is \$70 and a great fundraiser. Will be advertised again promoting more than one person being able to use subscription.

- **Prime Lamb Debrief**

Alyssa said the Prime Lamb afternoon went well and wanted to thank the committee for their help. The Prime Lamb raised approximately \$8,000.

- **Fundraising Ideas for rest of year**

- Book Covers
- Tea Towels
- Calendar Art

Book Covers – There were two companies selling book cover fundraisers, which donated 10c and 15cents each cover sold to go to school. Richard to take a photo of covers and will advertise near the end of the year.

Tea Towels - A tea towel fundraiser where we create a design and they can print on Tea towels and sell, again looking towards the end of the year for Christmas presents. Ms Darmody has offered to help design the tea towel if enough interest.

Calendar Art –Each child creates a piece of art which is made into a wall calendar. Again, another great Christmas gift and will be gauged for interest later in the year to see if it is an option.

These ideas will be advertised in the newsletter and facebook page and a google form questionnaire will be sent on the fundraising ideas and to get feedback on what families are keen to support and possible numbers for each.

- **Google Form**

Another google form will be sent out asking which fundraisers families are keen to help out with and also include the above fundraising ideas and ask which one(s) families are keen to support.

- **Email Address**

Richard has set up an email address for Home and School which is: homeandschool@catlins.school.nz for anyone wanting to email the committee. Alyssa and Angela will be checking from time to time.

- **Funding available to students**

Annie mentioned we usually have funds available to students who apply for sports trips, exchanges etc but as of recently haven't supported any students doing this. We all decided we would like to continue to do this and would set out a budget at a later meeting and set aside money for this. This would be advertised on the school website that this support is available for qualifying students once budget has been agreed on.

Meeting Closed: 8.15pm

Next Meeting: 25th August 2020