Meeting Minutes

Rototuna High Schools PTA

22nd September 2021

Apologies: Phillipa Burgess

Present: Sharnyn Haseltine, Susan Hill, Shelley Wood, Dynelle Smallwood, Rae Gunn, Sharlene Leeson, Rebecca Foster, Ange Kelly, Shelley Halpin, Dallas Faire

Meeting opened: 5:30pm

Correspondence in: None

Correspondence out: None

Treasurer's Report:

August Balance Sheet : Opening $12,074.99
Closing $12,205.09

- Paper bank statements must continue due to charity requirements. It was agreed that Rae's mailing address be used for statements. Sharnyn to update address with Bank.

Teacher Report & BOT News:

- Modular classrooms are now in place. Design is underway for new buildings.

General Business:

- **Market Day:** 150 spots have been sold. It was agreed the stallholder and foodtruck event will go ahead if we are in Level 1. Extra fundraising activities will be removed (reducing pressure on the school community) with exception of Kapa Haka parking which may also go ahead. Final decision will be made on 1st November with stallholder payments collected and advertising to go up approx 2-3 weeks before the Market Day. Sharnyn to advise stallholders.
- **Xmas Tree Trophy:** Emblems quote of $350 rejected. Susan will ask the school to produce a trophy for the winning Market Day tree. This will be ready for the 2022 market.
- **Food Trailer:** A fully equipped and permitted food trailer has been purchased. It will have school signage added in the holiday break and be ready to go next term. Total spend approx $20k. Special thanks was given to Jan Roberts who has worked on this project.
- **PTA Shout:** Cancelled due to Level 4 Lockdown. Will discuss again in 2022.
- **Entertainment Book:** Shelly H will ask for a recurring advertisement to go in the school newsletter each time.
- **Yearbook:** Rebecca will submit the PTA entry to the yearbook committee. Shelly W to email her the past 2 years entries for example.

Next PTA Meeting: 7:30pm 20th October 2021(via Zoom)

Meeting Closed: 6:05pm