

# Elmwood Normal School Community Association (ENSCA)

## Minutes of meeting held 9:00am, Thursday 24 August 2017

1. **Present:** Bridget Eastgate, Nicola Brownlee, Kelly Snoep, Rebecca Taylor, Mandy Hinton, Pip Singleton, Paul Armitage, Julie Wells, Steph Burdon, Tara Lemmon, Jo Wynn-Williams, Sarah Hearne, Caroline Eyre-Walker
2. **Apologies:** Steph Burdon, Rachel Teen, Maxine Douch, Jen Anderson, Jonelle Quane
3. **Minutes** of the meeting held on Thursday 27 July 2017 were previously distributed.

**Motion:** "That the Minutes of the meeting held on Thursday 27 July 2017 be accepted".

**Moved:** Bridget Eastgate

**Seconded:** Rebecca Taylor

### Follow-up on Action Points:

- a) Paul confirmed he has organised for the auditorium to be cleaned after the Art Auction.
- b) Julie has confirmed details of the Subway Parklands lunch offer.
- c) Bridget and Nicola to investigate the different lunch options available - (carried over to next months meeting).
- d) Paul has talked with Bridget regarding Grandparents Day.

### 4. Correspondence in and out

Letter from Paul thanking ENSCA for the \$10,000.00 donation that has funded the purchase of new ChromeBooks for the school.

### 5. Treasurers Report:

Nicola Brownlee advised:

**Opening Balance:** \$37,744

Nicola confirmed \$6,101.00 was received last month from calendar/card art orders and \$645.00 received so far from sales of Art Auction tickets.

Expenses paid out last month were for printing of Art Auction tickets (\$80), donation to ENS (\$10,000.00) and Kapa Haka uniform costs (\$284.00).

Usual movement in the accounts with money paid out for uniforms and sushi.

**Motion:** “That the financial statements for the month of 28<sup>th</sup> July to 24<sup>th</sup> August 2017 are ratified and all accounts approved for payment.”

**Moved:** Nicola Brownlee

**Seconded:** Bridget Eastgate

## **6. Principal's Update**

Paul Armitage advised winter sports had been quite disrupted this year due to bad weather. The school netball championships are being held in town today.

Paul said the school production was certainly a great event and always a huge sigh of relief when completed. The production ran at a considerable loss of \$5,000.00 or so, but as discussed with the BOT, it doesn't matter in the scheme of things because of what it does for community morale. Hiring technical gear is expensive. Ticket price this year was \$10.00 and Paul queried whether it would be feasible to charge more per ticket for future productions as Ticketek costs were high as \$6 per ticket goes to Ticketek.

Paul is hoping future school productions will be back in the Town Hall where the seating capacity allows for one show to be done instead of several. Thoughts were that two shows would be a good number because after all the practice and build up it would be nice for the kids to do it twice over.

Paul advised swimming season is coming up and the school has to make sure Pool Managers are all trained and registered for courses. Brian is not having much luck getting people to help out. It is desirable for Pool Managers to have a NZQA qualification for water treatment and the school needs to have access to someone who has done that.

Paul is making enquiries into the option of replacing the swimming pool's heating units. The current pool heaters are noisy and not very efficient requiring a lot of power for only 3 or 4 degrees extra heat.

## **7. Art Auction**

Rebecca confirmed everything is going well. 42 tickets have been sold so far generating \$840.00 worth of ticket sales. A Google drive document has been emailed out asking for people to volunteer with bar shifts during the night.

## **8. Calendar / Card Fundraising**

Sarah Redmayne confirmed that everything was under control for the calendar and card fundraiser. Sales were down by \$4,000.00 compared to last year. A reason for this may be to do with the timing - i.e. last year people were purchasing calendar and card art as gifts for Christmas.

## **9. Subway Lunches/Ezlunches**

To be carried over to next month's meeting.

## 10. Grandparents Day – 25<sup>th</sup> August

There are 200 grandparents coming and lots of volunteers helping. A suggestion was raised to keep Elmwood Grind Café open for people to purchase a coffee if they wish. The auditorium will be opened nice and early in the morning for volunteer bakers to drop off scones. Tables will be needed, as will cups and saucers. If everyone can pitch in on bringing flowers.

**Motion:** “\$100.00 to be allocated for the purchase of milk, coffee, tea etc. and jam and cream”.

**Moved:** Bridget Eastgate

**Seconded:** Nicola Brownlee

## 11. Any other business

### School Council

Students would like more sausage sizzles during the year (ideally twice a term) and are willing to help cook the sausages and hand them out. They want more sausage sizzles to raise more money and so parents don't always have to make school lunches.

Paul and the Student Council will have a talk around the logistics of it, as there are Health & Safety issues around the bbq and food handling etc.

Jo Wynn-Harris is concerned that once a term a sausage sizzle is portrayed as a treat and if we ramp it up it may lose its appeal.

**AP** Bridget and Jo to look into the costs of a hotdog in a bun as an alternative option.

### Disco

Anna Schmidly advised that the upcoming school discos are raising roughly \$600 and the students want an idea of what the money fundraised could go towards. Paul will liaise with Anna regarding spending of disco money.

### Entertainment Books

This year 88 Entertainment Books have been sold. Profit raised from the sale of Entertainment Books (\$1,140.00) will purchase new I-pads. Paul will get a price exclusive of GST. Hoping to buy three or four.

Pip needs a volunteer to take over the organising and selling of Entertainment Books next year. **AP** Louise Parnham thinks she may have someone in mind and will investigate.

### Noticeboard

Louise advised that St Margaret's College have a blackboard wall where notices are written up for what is happening that week in the school. She would like to see something similar at ENS perhaps on the end wall of Room 6a so it is central for everyone to see.

Paul said he would check if the old noticeboard that used to hang in that area is still in working order.

Meeting closed at 9.47 am.

**Next meeting is to be held 21<sup>st</sup> September 2017 at 9:00 am in the staffroom.**