



The Hutchins School Parents' Association Meeting

Date: Tuesday 12 November 2024

Location: Board Room

Meeting opened: 6.30pm

Present

Shirl Badenach
Courtney Bell
Rowena Salter
Krysta Brocklehurst
Laura Machin
Holly Orsman-Smith

Apologies

Kate Woods
Louissa Johnson
Rob McEwan
Pip Bartlett
Alli McShane

Acceptance of Previous Minutes

Moved – Courtney Bell
Seconded – Rowena Salter

Actions List

Follow up with Kate regarding the 'Resource Funding' Action Item (Shirl).
PA to coordinate gifts for staff who volunteer time with assistance (TBA).
Check PA Hi-Vis and Apron Tops Inventory Levels (Shirl).
Communicate ideas through PA Facebook Group regarding the Dunk Machine purchase (All).
Proposal to hold AGM on Tuesday 25 March 2025 (Krysta to liaise with Jenna).
18th February for the first meeting (Krysta to liaise with Jenna).
16th September (change to the 23rd September) (Krysta to liaise with Jenna).
11th November (change to the 18th November) (Krysta to liaise with Jenna).

Hutchins PA Presidents Report
12th November 2024

This is the last PA meeting for 2024, and therefore I wish to thank all Committee Members for all of their time and effort given to the Hutchins PA this year. Thank you for attending



PA meetings and assisting with School events this year. Thank you for being involved with the Hutchins PA.

Thank you to Dr McEwan and the Hutchins Staff for their continued support of the PA in 2024.

I would like to thank the Hutchins Events Staff, Jenna McPhie, and Cassandra Bird, for everything they do to assist the Hutchins PA.

A special thank you to the Events Staff and Kate Woods for organizing the PA Winter Wonderland cocktail party this year.

We look forward to another successful year for the Hutchins PA next year. It will be a big year starting with the Fair in first term.

Shirl Badenach

President Hutchins PA

Treasurer's report

See separate document.

Principal's Report

The Principal provided an update on:

- Dr McEwan an apology.

Correspondence

Incoming - None.

Outgoing - None.

Matters for Noting

2025 dates

PA proposed dates: Noted above.

Matters for Approval (including actions arising from the previous minutes)

Motion – the PA will fund the purchase of a Dunk Tank up to the value of \$10,000 (inclusive of GST) that meets all Australian Safety Standards. Freight costs to be considered as separate motion. Moved – Shirl Badenach. Seconded – Courtney Bell.

Business Arising

2025 Fair

Meeting will be held with Jenna in the near future. Preliminary planning will coordinate with School Leads for ideas/involvement. Shirl as President will be our key contact point for fair communication. PA email to be used for this purpose. Spreadsheet for volunteers ([excel](#))



– Book Stall (Krysta Brocklehurst, Abby De Borde), Cake Stall (Rowena Salter to assist/check Alli McShane), Silent Auction (Louissa Johnson) and Lucky Dip. Action – Follow up Alli regarding the Cake Stall (Alli McShane). Jenna to contact Hutchins families to see if they are interested in hosting a stall.

Motion – the PA will fund the purchase of a Dunk Tank up to the value of \$10,000 (including GST) that meets all Australian Safety Standards. Freight costs to be considered as separate motion.

ROI for future revenue stream for the PA to be considered for the Dunking Machine.

Other business

None.

Meeting close: 7.15pm