

Tuahiwi Community Preschool Inc.
Minutes Management Committee Meeting
Monday 9th August 2010

Present: Kate Spark, Karen Manson, Rachael Paterson, Helen Smith, Laurae Ross-Smith, Katrina Wright, Lynne McLeod, Lea Ettema

Apologies: Sarah Marr, Karen MacFarlane, Viv Feather

Minutes: The previous minutes (July 19th 2010) were read and passed as correct. Moved by Katrina, seconded by Laurae.

Matters Arising:

- The Mish bling account is all paid up and there are no issues with this.
- Kate still to get compost.
- Chalk booklets still to come.
- Miriam McCaleb interest sheets have been actioned.

Incoming Mail:

- Letter from Ministry of Education thanking us for submitting the audited financial statements and that were up to the Ministry's auditing requirements.

Outgoing Mail:

- Nil

Treasures Report:

- Presented by Karen. Passed by Kate, seconded by Rachael.

Supervisors Report: (Read by Helen)

- There are presently 88 children enrolled in the preschool with 8 on the external waiting list.
- Vicki Venis is back from her travels - thanks to Vikki Eder and Laurae for relieving.
- Kowhai room has been busy this term with inviting parents to bath their babies and inviting a special friend for lunch on the 16th and 19th Aug. The menu is soup.
- The Kahurangi room has been focusing on art extension and teaching the children traditional songs.
- PJ day is to be held Wednesday 18th Aug.
- Pizza day is to be held Tuesday 10th Aug.
- Fire drill to be held this week and EQ drill 6th-10th Sept.
- Discussed Canteen appeal and decided that the preschool would be involved in this again this year. Order minimum number of bandanas.

Planning:

- Grandparents week - week 9. Baking roster as follows:

Mon 13	Lea, Jeanine
Tues 14	Kate
Wed 15	Rachael
Thurs 16	Kate, Nikki
Fri 17	Katrina
- Coffee morning was a success again with 5 parents attending.
- Kate still to book Matawai Park for Xmas party. Craig Smith wants to know the latest we need to know by for his booking - we decided by the committee meeting 11th Oct.

Personnel:

- Vikki Eder and Laurae to have staff appraisals on Mon 16th Aug.
- The policy books have been completed and 1 is in the foyer.

Maintenance and Property:

- The working bee will be held later on when the weather permits.
- Duncan has completed the jobs we needed him to do.
- Graham happy to do the waterblasting.

General Business:

- Staff/Committee dinner to think about organising.
- Look at movie fundraiser for next year.
- Katrina queried about going to the Antarctic Centre. Possibility of Playcentre extending an invite to go with them. To discuss excursion at staff meeting.

Meeting closed at 8.30pm

Next Meeting Monday 13th Sept at the Tuahiwi Preschool, 7.30pm