

Tuahiwi Community Preschool Inc.
Minutes Management Committee Meeting
Monday 19th July 2010

Present: Kate Spark, Karen Manson, Rachael Paterson, Karen MacFarlane, Helen Smith, Viv Feather, Julie Benton

Apologies: Laurae Ross-Smith, Katrina Wright, Nikki Shelley

Minutes: The previous minutes (June 14th 2010) were read and passed as correct. Moved by Karen McF, seconded by Julie.

Matters Arising:

- Have ordered 2 boxes of 50 booklets for the Chalk Fundraiser.
- Miriam McCaleb - Katrina to action an interest sheet for these night classes.

Incoming Mail:

- Nil

Outgoing Mail:

- Nil

Treasures Report:

- Presented by Karen. Passed by Kate, seconded by Rachael.
- To follow up about the Mish (bling) account from disco.

Supervisors Report: (Read by Helen)

- There are presently 88 children enrolled in the preschool with 12 on the external waiting list.
- "Ambie" the mini ambulance visited on June 30.
- Vicki Venis is away for next 2 weeks and Vikki Eder and Laurae are relieving.
- Grandparent week is proposed for week 5/6. Committee to bake for.
- Have had to get 3 locks replaced on doors to outside, Kahurangi, Whanau and Kowhai Doors.

- Planning:**
- Coffee morning set for Thurs Aug 5th at 9.30. Baking from committee members who have children on a Thursday session.
 - Follow up flax weaving course Mon 26th at Woodend Playcentre. \$10 ea.
 - Xmas party set for Dec 5th as long as ok for Santa that day. Viv to arrange with Stan. To book Matawai Park and Katrina to book Craig Smith again.

- Personnel:**
- The mid year staff appraisals have been completed with the exception of Vikki Eder and Laurae. This is to be done Aug 2nd.
 - The annual policy meeting has been held. There are a few alterations. Once ratified, will publish 3 copies in booklet form.

Maintenance and Property:

- The working bee will be held later on when the weather permits.
- There are a few jobs for Duncan including painting the beam at the entrance.
- Decks need to be waterblasted and also the area around the sandpit. Viv to ask Graham if he will do this out of preschool hours. To be done just before the new bark goes in.

General Business:

- Need to get a layer of soil and compost for the worm farm.

Meeting closed at 8.20pm

**Next Meeting Monday 9 August at the Tuahiwi Preschool,
7.30pm**