

Team Meeting

10th June 12.30pm at MJ's Services Café

Present: Angela Loe, Hannah Throssell, Niki Macfarlane, Rochelle Lloyd, Pip Toddhunter, Michelle Hickman, Kieran Hickman, Jess Murray, Andrea Hickman, John Hickman, Faye Moore (1240)

Apologies: Millie Volckman, Ally Avery, Sarah Trafford, Koko Lambert, Pepi Hema Taylor, Looby Varley, Anna Trolove, Anna Booker, Pip Lunn, Carey Huria

Moved: Angela Loe **Seconded:** Michelle Hickman

Approval of Minutes: "Previous minutes approved and circulated"

Moved: Angela Loe **Seconded:** Andrea Hickman

Matters Arising

Pip to look into the possibility of changing banks as changing bank signing authorities seems to be difficult.

Hannah to find out if the pump track can be used outside of school hours, BOT members at meeting seem to think it should be fine, but needs to be double checked

Financial report

Total Income From 31/03/22	\$700
Seddon Lions dinner April	\$700
Total Expenses From 31/03/22	\$10 284.90
Netball uniform	\$284.90
Playground/pump track donation	\$10 000
Total Amount remaining in account as of 10/06/22	\$32 222.21

General Business:

Funding request approvals

At the AGM the BOT had sent a letter asking for \$10000 for the pump track, which was agreed to (and has been transferred to BOT) and a further \$5000 to contribute to learning

resources for the school. It was talked about at the AGM that TEAM would be happy to contribute this \$5000 if TEAM knew where that extra \$5000 would be spent. Carey Huria has sent a letter asking for this \$5000 and broken it down for TEAM. This would be spent on Kiwi can which costs around \$2300 and then the addition of reading books, and teacher materials to align with the structured literacy approach that the BOT are implementing. Carey has attached a breakdown of these materials which total \$3672 (including GST). Everyone happy for this donation to go to the BOT and excited about the learning resources, discussion had around how useful the structured literacy approach has been for some of the children.

Discussion also had around what the best way is for paper trail for donations etc to BOT. Discussed one invoice itemised for the \$10 000 for learning resources, and extra \$5000, as well as ski trip. And then another invoice for the donation for the playground/pump track. BOT members at meeting agreed this would be a useful way for them as well.

Approval of TEAM further contribution to learning resources: “TEAM to contribute \$5000 towards kiwi can, and resources for structured literacy approach”

Moved: Angela Loe

Seconded: Rochelle Lloyd

Garden Tour – 20th November 2022

Sub Committee members Jess, Niki, Faye and Hannah discussed what they had talked about at their last meeting (see minutes attached). This is going to be a huge undertaking and will need all hands on deck! The plan is to have people self drive to The Store where there will be a fete set up and they will be served morning tea. Then buses will be running up to Ellerton and Winterhome gardens.

School will hopefully have a stall at the Fete with quality things to sell, along with plants. So at the moment we need parents to start thinking about splitting bulbs, and growing seeds etc to sell at the stall, and get the kids involved. There will hopefully also be workshops at the fete as well that people will pre buy into.

There will also be an auction run online, raffles. There was an idea about if we could run a raffle when people buy their tickets to win a helicopter ride down to the Store. People will buy the tickets on line for a set price, and then possibly have ‘add ons’ (like the workshops etc). It was discussed that we would offer The Store to do lunches rather than us, and encourage people to bring picnics etc.

Hoping to get the children as involved with it as we can, as it is set to be a significant fundraiser if we can pull it off. We need help now finding sponsorship for “naming rights” to cover the initial cost of set up and costs for the day, and also for raffles, and for auction items. This would of course then increase the profit from the day for TEAM.

Discussion was had around trying to get more of our new families along to our TEAM meetings. Was discussed about a possible meet and greet, Angela to look into.

Angela also mentioned how great it has been to have a couple of BOT members at the TEAM meetings as of late, it seems to be a great way to break down the barriers between the two.

Next Meeting – Prior to 2nd Assembly Term 3

ACTIONS TO BE PROGRESSES:

Action	Who	Timeframe	Status
Change of banks	Pip	ASAP	
Use of pump track out of hours	Hannah	Term 3	
Garden tour Sub-Committee to continue meeting and organising garden tour	Hannah, Jess, Niki, Ange, Faye	Ongoing till Nov 20	
Possible Meet and Greet for TEAM to encourage new families to come along	Angela	Term 2	

Ward School Garden tour and fete fundraiser – 20th November 2022

Committee meeting

Date: 9th June 2022

Present: Niki, Hannah, Jess

Revised previous minutes and action points.

Sunday 20th November 2022

Confirmed with Winterhome and Ellerton gardens.

Confirmed bus with Candi and Ben - ? **insurance.**

Still to confirm base / fete at The Store with Melissa

9am – Stalls open

10am – Buses start running up the gardens

Working on buses Candi 19 and Ben 26 doing 3 runs each / hour.

MARKETING AND TICKETING

Ticket price: \$35

Aim to sell 250 tickets

= \$8750 in ticket sales

Ticket price to include morning tea (Ward School families bake) plunger coffee and tea etc.

Niki working on a ticketing platform – “Eventcreate”, people can select what they’d like included in their day.

PDF tickets, QR code check in app

- Ticket
- Workshop
- Lunch

People attending will likely get a colour coded wristband (\$100-\$150)

Tickets to go on sale 6 weeks prior to event – from October 1st 2022

Niki setting up a website/blog for kids, parents, families, the community and anyone interested to follow as we lead up to the event.

Marketing to include: Facebook and Instagram pages that can be shared, website, Awatere/Flaxbourne bulletin, Marlborough Express, Kaikoura Star and flyers around Blenheim and Kaikoura.

Workshop / Demonstration

Facilitators to be confirmed.

AM and PM workshop/demonstration

PLANT SALES:

Niki going to make an eye-catching post to put out to families and communities to take cuttings, split bulbs and collect seeds ASAP.

Jess going to follow this up with a phone call to some local gardening ladies.

Maryanne, Jane, Rob, Vicky, Ju, Sue, Nick.

Include kids as much as possible and Rachel Broadhurst (edible garden)

Aim to make \$1000 out of plant sales. Priced according to size.

FOOD

As above, morning tea included in ticket price.

Out source lunch to The Store – likely do packed lunch option or set menu.

Encourage ticket holders to bring their own picnic.

Alcohol – Pims/Champaign

Possibly with workshop

FETE

Hannah aiming for 50 stalls, fee \$20 each (\$1000)

Include a Ward School stall with items for sale.

Hannah to discuss with Carey making school time available for kids to create Christmas/Garden themed items for sale. Parents to come in and help as needed.

Local produce ideas for sale on the Ward School store:

- Vacuum packed walnuts

- Avocados
- Flaxbourne Olive Oil
- Horse/sheep manure
- Honey
- Citrus
- Skincare
- Firewood
- Pinenuts etc etc....

ONLINE AUCTION: - go live one week out from event. Close on the day, winners announced.

32 Auctions platform

Ideas:

Wine – Astrolab/Allan Scott

Services of an arborist for a day

Landscape architect

D&E

Waipapa Lime – delivered

Clarence River Rafting

Middle Hill MTB

Alliance / CMP / ANZCO / SFF

Nursery

Accommodation

Mikes Mowers / Stihl shop = donate a gardening tool.

SPONSORSHIP:

Looking for someone to take the lead on sponsorship.

Ideas:

- FMG
- Yealands
- Rabobank
- Farmlands
- Mitre 10 Mega
- Bunnings

RAFFLE:

Raffle tickets for sale on the day.

Basket of local produce / donated gifts. (Faye)

MICELLANOUS:

Encourage people to book local accommodation and make a weekend of the garden tour / fete in South Marlborough – biking, walking, dining.

- Throssells
- Toddhunters
- Cape Campbell
- Dewhuirsts
- Murrays
- Cloustons
- Air BnB