Parentlink Annual General Meeting Agenda

Monday 23rd March 2026 at 7.00pm

Held in the Ōwhiro Bay School Staffroom

Present:

Parentlink Committee: Katie Beckett (Chair), Diane Berardozzi (Treasurer), Anna-Mareia Hammond (Secretary)

Attendees: Mark, Lynne, Linda, Vikki

1. **Welcome**

   Katie welcomed the attendees

2. **Apologies**

   Anita, Maggie, Rebecca sent their apologies

3. **Previous Minutes**

   The 2024 AGM minutes were moved by Lynne and seconded by Diane to be a true and accurate record.

4. **Presentation of the Executive Committee Report**

   Katie presented the Chair Executive Report for 2025, this outlined Katie's move into the role, taking over from Amie and outlining the purpose of Parentlink, and the previous year's events and achievements. Katie thanked all those who made the past year work, and be a successful one. Katie passed on Cilla's to the past year's contributors including the Maanaki Ropu team, the Do Some Good people, who have been helping stock the pataka kai, Kelly Sports and Mark for running the t-shirt competition. Katie thanked all the support she has received in her new role, including the other Parentlink committee members.

5. **Presentation of the Financial Statements**

   Diane presented the year's financial statement in an excellent and illustrative powerpoint. The presentation outlined the year's income streams, profits (donations in and fundraising) and outgoings (costs and donations going out). There was a table which showed what the money donated to the school was used for. It showed the finances from 2024 in comparison with 2025.

6. **Election of Officers**

   As per the Parentlink Rules, each Officer resigns at the AGM. Nominations were sought for volunteers.

   Katie volunteered again for Chair and stood unopposed.

   Diane volunteered again for treasurer, and Mark volunteered to become co-treasurer. Both stood unopposed.

   Annie (Anna-Mareia Hammond) volunteered again for secretary and stood unopposed.

   The new Parentlink Committee is elected with the following officer:

   Chair: Katie Beckett (re-elected)

   Treasurer: Diane Berardozzi (re-elected) and Mark Blundell

   Secretary: Anna-Mareia Hammond (re-elected)

7. **Parentlink Bank account signatories**

- Diane raised that we require the removal of Amie as a signatory on the Parentlink bank account, as she has retired from Parentlink and moved on from the school. The account requires three signatories, of which one person can set up a transaction, and one other signatory can approve it. The bank requires authorisation and evidence to make the changes and add Katie as signatory.
- All members approve the removal of Amie Roberts and addition of Katie Beckett as signatory on the Parentlink Bank Account.

8. **Any other business**

- No other business was raised

The AGM was closed at 7.35pm by the Chair.