



MINUTES

Ilam School PTA Meeting, Tuesday 14th June 2022 at 7.30pm

1. Welcome / Attendees

Tenika Wikatene, Vicki Teesdale, Belinda Kennedy, Dannii McEnaney, Peter MacGibbon, Brigit Baker, Kate Miyazaki, Digby Symons, Rebecca Latimer, Laura Mihaere

2. Apologies

Kirsty Clarke, Karla Epiha, Monika

3. Approval of minutes of the previous meeting held Tuesday 10th May 2022

First – Brigit Baker

Second – Tenika Wikatene

4. Correspondence

Vicki Teesdale -

- No general correspondence
- Some correspondence from new members – two who are present and two who have put in apologies.
- One email regarding selling chocolate bars – not relevant.

5. Finance/treasurer's Report

Kate Miyazaki -

- Thanked Digby Symons for the smooth handover of Treasurer documents and folder and the training given.
- May report shows \$2015 profit from the successful April uniform sale, plus account interest bringing profit to \$2019.52.
- No outgoings for May
- No funds committed currently
- Bank balance stands at \$18636.03.

Rebecca Latimer – is there a minimum we'd like to have in the account? There needs to be a minimum amount to support fundraising – float, outlays for events etc, around \$1000?

Digby Symons – the balance may have been down to 10k at some points, but no firm minimum has been discussed in recent years.

Treasurer's report moved – Kate Miyazaki

Seconded – Digby Symons

6. Agenda items

Introduction of Dannii and Peter

Dannii McEnaney and Peter MacGibbon have both joined the PTA. Both Dannii and Peter have children in year 1. Peter has older children who have already been through the school.

Contact list update- PTA Committee and Friends of the PTA

Vicki Teesdale – Vicki read through the contact lists for the PTA Committee and Friends of the PTA – who is still involved? Several contacts were identified who are no longer associated with the school and can be taken off the list.

Movie Night Update

Update from Vicki Teesdale

- The kids seem excited about the upcoming July 1 Movie Night
- Lots of advertising being done for this and will continue up to the night
- Thank you to the people who volunteered to help. Brigit Baker can now not help on the night. Dannii McEnaney can help for part of the night.
- The **jobs** that need doing are – finance at start of night, door entry, entry/exit supervision, toilet supervision, food sales, food preparation.
- Health and safety: Belinda Kennedy – first aider needed. Belinda Kennedy and Kate Miyazaki will both be there as first aiders. Belinda will have the first aid kit etc ready
- PTA will do the cleaning/clean as we go, but Hardy will clean after us.
- Belinda Kennedy will lock up

- **Numbers/food** – we are allowed up to 500 in the hall. Kids can be grouped. A classroom can be used as an overflow.
- Popcorn – discussion concludes 300+ bags to be made
- Ice blocks – ice not needed, can be taken straight from the freezer. 400 to be bought
- Price for food – \$1 for popcorn, \$1 for ice blocks (standard price)
- Rebecca Latimer, Brigit Baker and Kirsty Clarke will organise popcorn kernels and popcorn making

- **Float** – Kate Miyazaki to organise \$480 made up of \$5, \$2, \$1
- Eftpos machine – Belinda Kennedy to organise
- Tickets/tokens for food – will be for sale at door to tack onto door entry. Raffle booklets could be used for this. Vicki Teesdale to organise
- Money at end of night will go into school safe and Kate Miyazaki will bank on Monday.

- Parents can stay and sit at back. Siblings – helpers' kids only
- Intermission – students will organise this. They could run a competition – movie quiz/best dressed/dance off? Vicki Teesdale will get chocolate bars as prizes.
- Projector and sound – Vicki Teesdale's laptop will be used. Would be good to test this. Licence for Sing 2 is \$200 + GST

- Request for **helpers** – good response so far with 16 helpers. All assigned to a slot already. Vicki would appreciate mobile numbers for helpers (these won't be shared)
- Toby (Belinda Kennedy's husband), Rebecca Latimer's children, Peter MacGibbon's wife Vivien and other family members may be available to help.

- Lanyards or other ID for helpers would be good. Belinda Kennedy has about 10 lanyards and will sort this out.
- Any **other ideas** – can we put out gym mats?
- Vicki will be at school from 2pm onwards
- What else can we sell? Lollie snakes – Vicki Teesdale to organise
- Peter MacGibbon – what about the look of the hall? Kate Miyazaki, Dannii McEnany and Laura Mihaere to bring some fairy lights, Belinda Kennedy to put up a selfie frame. Kate Miyazaki to possibly organise a drawing table at the back.
- General feedback – very impressive organisation so far.

Disco

Friday 9 September set as a date.

This is now in the disco organising committee's hands

7. Dates for your diary- upcoming events

Bake Sale- *Date change to Wed 10/Thu 11 August 2022*

Belinda Kennedy – The School Council will run this Term 3, Week 3, 10 and 11 August.

Vicki Teesdale – will email for helpers after the movie night. Helpers will be needed approx. 7:30am – 9am on Thursday morning, also after school, possibly at morning tea/lunch if the float is out.

Baking can be dropped off the day prior to rooms 1 and 9.

Movie Night- Friday 1st July 2022, 5.30pm

Second-hand Uniform Sale- Friday 29 July 2022

Hot Chocolate Morning- *Date change to Friday 26 August 2022*

8. General business

- Belinda Kennedy has a 1m high 'thermometer' for kids to tally fundraising progress
- The staff wish list is still coming – next meeting
- This is Digby Symon's last meeting – thank you Digby for your years of work, enjoy your travels and please come back!
- Welcome to new members

Supper roster

Brigit Baker

9. Next Meeting- Tuesday 9th August 2022, 7.30pm

Meeting closed at 8:46pm