

**MINUTES of the Ilam School PTA, Held Tuesday 9 May 2017,
Ilam Primary School Staffroom, 66 Ilam Road, Christchurch**

The meeting commenced at 7.30 pm.

1. PRESENT

Parent reps: Rachel Baggaley (Co-Chair), Annabel Brodie, Sarah Campbell, Rebecca Foulds (Co-Chair), Nancy Godwin, Rochelle Graham, Rebecca Kavanagh, Kaori Lindeman, Zansie Maye, Inna Podolian (Treasurer), Greg Ryan, Alix Scoble, Al Stewart, Nanette Trewinnard (Secretary)

School reps: Gretchen Cocks, Paul Dolan, Jo Dudley, Nigel Marsh

BoT reps: Kate Mitchell

2. APOLOGIES

Catherine Woods, Bernadette Sanders, Liz Martyn, Gordon Pike

3. MINUTES FROM THE PREVIOUS MEETING

The Minutes of the meeting held on April 11 2017 were accepted as a true and accurate record.

Al Stewart/Sarah Campbell

4. CORRESPONDENCE

Emails: Entertainment book orders, fundraising spam.

Paper: NZPTA news, bank statement (forwarded to Inna).

5. FINANCE/TREASURER'S REPORT

Invoice/receipt approval

Inna Podolian provided the accounts for the period to the end of April 2017.

- Receipts totalled \$2,855.72
- Payments totalled \$2,052.81
- Uncommitted funds as at 30 April 2017 total \$14,677.57

No receipts for approval.

6. FUNDRAISING AND PTA EVENTS

Second hand uniform sale (5/5/17)

This was very successful \$720. Need smaller notes next time. Lots of demand and limited supply. Please note in future communications that it's CASH ONLY and need smaller notes.

Entertainment books

Sales are slow. Sold 25 so far. It is a bit earlier than usual but slow sales compared to last year.

7. FUTURE EVENTS

Ice skating - Nancy Godwin reported this will be on 11/6/17 and all on track. Deposit has been paid. Nancy to confirm how many volunteers needed and let Rachel know. Rachel has put in newsletter but agreed more promotion to do. Rachel and Nancy to discuss.

Art Calendars – Nothing new at this stage.

Matariki celebration – School event on Wed 28 June. PTA hot chocolates requested (for gold coin donation). Rebecca will ask for volunteers closer to time. Rochelle –please give hot choc instructions!

Hot chocolate day – These will be on Friday 30 June and Friday 18 August (confirmed post meeting). Volunteers requested – Rochelle to email Nanette and Rachel for email/Facebook requests.

Fundraising food event – Kaori has been working hard on this. Spreadsheet with jobs needed has been created as a first step. Facebook survey planned to ascertain general support from school community. It was agreed to send this out to determine next step.

Run a Km for Charity-Gretchen briefed the committee on this event which was generated by the house captains last year. It connects to school vision I Give Back. Gretchen has suggested that they run it again and give some to charity and most to school. Preference is for a larger item to name that we are fundraising for to generate good support. School wish list to go to children for prioritisation. This event was a significant workload for staff last year and it was agreed that the PTA would collaborate and support with volunteers, requests for resources or advertising. It will take place in June. The PTA is grateful to the staff for this collaboration.

8. GENERAL/NEW BUSINESS

Updated wish list from school

Paul requested an addition for Y5/6 leavers' dinner of \$500. Approved.

Chairs propose that we fund up to and including number 16 and leavers' dinner \$10,450

Approved Zansie Maye/Greg Ryan

From 17 onwards given to Gretchen for house captains to consider.

Clyde road- no crossing available. Rebecca called Council and they agreed to provide someone to escort the children across the crossing and this has not happened.

Jo agreed to contact them also.

Al agreed to pick up tomorrow.

Thank you to Kaori for supper.

Propose a supper roster– Nanette to email for volunteers.

Scooters are still being stolen. They need to be moved to hall for after school activities and not left overnight. Every effort taken to keep them in a central place during school hours to minimise risk.

Disco lights – Gordon to update next time. Approx \$300 and next step is to talk to the electrician.

9. NEXT PTA MEETING

The next PTA meeting will be held on Tuesday 13 June 2017 at 7.30pm.

There being no further business, the meeting closed at 8.15pm.