

**MINUTES of the Ilam School PTA, Held Tuesday 14 November 2017,
Ilam Primary School Staffroom, 66 Ilam Road, Christchurch**

The meeting commenced at 7.30 pm.

1. PRESENT

Parent reps: Rachel Baggaley (Co-Chair), Dean Coburn, Rebecca Foulds (Co-Chair)
Nancy Godwin, Zansie Maye, Kate Mitchell, Greg Ryan, Alix Scoble, Nanette
Trewinnard (Secretary)

School reps: Paul Dolan, Shirley Haynes, Gordon Pike, Richard Oakley

2. APOLOGIES

Kaori Lindeman, Al Stewart, Jo Dudley, Rebecca Kavanagh, Bernadette Sanders, Liz
Martyn, Inna Podolian (Treasurer), Catherine Woods

3. MINUTES FROM THE PREVIOUS MEETING

The Minutes of the meeting held on 17 October 2017 were accepted as a true and
accurate record.

Rachel/Dean

4. CORRESPONDENCE

Emails: Spam, invoice from Art Calendars, quote for Keep Cups, photographer
correspondence, New World re. school lunches (referred to school)

Paper: Nil

5. FINANCE/TREASURER'S REPORT

Treasurer's Report

Inna Podolian provided the accounts for October 2017, read in her absence by Rebecca
Foulds.

Approval of financial statement:

Dean/Alix

Invoice/receipt approval

Requests for approval to pay receipts for costs totalling \$5,011.60 for disco, art
calendars, entertainment book, Y6 leavers' function, disco light installation and
refunding mistaken payments.

Approved by Dean/Zansie

6. FUNDRAISING AND PTA EVENTS

- Second-hand uniform sale: a big success. Rachel has put an advert out reminding families leaving Ilam to consider donations. Rachel to advise Catherine to check with Marlene re hall bookings for the January sale.

- Family Fun Night – confirmed as 23rd February. We need to progress with a committee. Nancy and Dean leading. Begin with contacting families involved previously then we can put an email out to PTA Friends. Agreed free water (encourage drink bottles to reduce landfill waste) and no sugary drinks. Invite coffee cart (Paul).

7. FUTURE EVENTS

- Xmas tree – Greg and Liz progressing with Gordon. Rebecca F to decorate. Charity – this year the Committee is keen to support the City Mission. Rachel to get a wish list from the Mission.

8. GENERAL/NEW BUSINESS

- Photo fundraiser – next year. Hannah Ellis will be the photographer.
- Toothpaste/sunscreen – Zansie brought samples. Natural product, goes on nicely. Zansie offering to supply at wholesale prices. Agreed to go with sunscreen first and to organise as a Google Doc order option before Xmas. Rachel to work with Marlene and Zansie to set up the order process. Can follow up with the toothpaste in the new year.
- Rubbish Whisperer – parked until Sean can come to a meeting to update us.
- Wishlist purchases – Paul updated the wishlist. The majority of items have been purchased which is excellent. Still to be purchased: painted games on concrete; bean bag chairs and class mats, junior and middle sandpit areas and picnic tables; landscaping (including furniture).
- PTA vacancies – A reminder that new Co-Chairs are needed for 2018.
- Xmas event for PTA – confirming that we will have it at school on the 12th of December.
- Matariki funds purchase – from the funds raised on that night, Jessie and Mick would like to purchase some pounamu for to the student leader of the Kapa Haka to wear during the year and pass on to future leaders. Gordon can organise the carving.
- Nancy talked to name labels and stamps. Seems like a straightforward fundraiser. Rachel and Nancy to progress.
- Keep cups – quote at \$4.60 from a supplier Rachel knows (with an Ilam logo on). 350ml cup. Agreed to progress from middle of next term. Can also do water bottles. Rachel to get a picture of the product with a view to ordering for the Family Fun Night.
- Kate suggested we go as 'waste free' as possible at all PTA events next year (agreed). Greg suggested contacting University Sustainability Co-ordinator.

9. NEXT PTA MEETING

The next PTA meeting will be held on Tuesday 12 December 2017 at 7.00pm (early start to allow for dinner).

There being no further business, the meeting closed at 8.45pm.