

**MINUTES of the Ilam School PTA, Held Tuesday 13 February 2018,
Ilam Primary School Staffroom, 66 Ilam Road, Christchurch**

The meeting commenced at 7.30 pm.

1. PRESENT

Parent reps: Rebecca Foulds (Co-Chair), Rachel Baggaley (Co-Chair), Rebecca Kavanagh, Kate McLeod, Catherine Woods, Dean Coburn, Annabel Brodie, Farah Khosravi, Alix van Amelsfort, Al Stewart, Nancy Godwin, Nanette Trewinnard (Secretary), Inna Podolian (Treasurer)

School reps: Paul Dolan, Gordon Pike, Mick Withers, Amy Sugrue, Jo Dudley, Kate Mitchell (Ilam School Board Member).

2. APOLOGIES

Kaori Lindeman

3. MINUTES FROM THE PREVIOUS MEETING

The minutes of the meeting held on 12 December 2017 were accepted as a true and accurate record.

Rachel Baggaley/Alix van Amelsfort

4. APPOINTMENT OF 2018 OFFICERS

- Resignation of 2017 officers
Rachel Baggaley and Rebecca Foulds (Co-Chairs), Nanette Trewinnard (Secretary) and Inna Podolian (Treasurer) stood down.
- Election of 2018 officers: Chairperson, Secretary, Treasurer
Chairperson: No nominations
Paul Dolan nominated Rebecca and Rachel as interim Chairs for this meeting.
Treasurer: Inna Podolian
Nominated by Rachel Baggaley and seconded by Al Stewart
Secretary: Nanette Trewinnard
Nominated by Rebecca Foulds and seconded by Al Stewart

On behalf of the Committee and the Ilam School community, Kate Mitchell thanked Rebecca and Rachel for their leadership, dedication and many volunteer hours during their tenure as Co-Chairs.

5. CORRESPONDENCE

Emails: Spam and fundraising enquiries, several emails communicating re Family Fun Night, communications re water bottle fundraiser, enquiry from Our Amazing Place re supporting a local treasure hunt (Rebecca to forward to Jo Dudley).

Paper: Whittaker's fundraising opportunities (declined).

6. FINANCE/TREASURER'S REPORT

Financial Report

Inna Podolian provided the accounts for January 2018.

Total receipts \$381.14 from second hand uniforms.

Total payments \$nil

Uncommitted funds at 31 January 2018 \$13,794.97

Approval of financial statement:

Al Stewart/Dean Coburn

Invoice/receipt approval

None

7. FUNDRAISING AND PTA EVENTS

- Family Fun Night (23/2/218)

Nancy reported advertising signs are around the school. Two bouncy castles will be available this year - one for smaller children and one for older children. These will be put up by the company that we are hiring from (the free Mitre 10 one is unavailable this year) and these will be free for the children to use, consistent with goal of FFN being community event rather than fundraiser.

Kelly Sports and Adam Allsorts are also booked and Al will bring a police car.

Sausage sizzle - discussion about offering vegetarian sausages as well. Rachel to put a Facebook message out to gauge interest in vegetarian sausages.

The Committee is grateful to parent Tim Price who has kindly offered to donate fruit again - discussion about most suitable fruit: grapes, melon, kiwi.

Popcorn on track. Rebecca K to source the popcorn.

Rather than providing plastic cups for water, we will be selling Ilam drink bottles or families can bring their own. The sale of drink bottles will be a new job needing a volunteer on the night.

Dean secured a great discount and \$50 voucher for ice blocks from Countdown. Ice blocks need to be sold/eaten outside to protect the hall floor.

Gordon to check gas bottles

Do we need games in addition to Kelly Sport? Annabel agreed to explore.

Pre approve Dean \$150 for iceblocks/ice creams from Countdown.

Pre approve Nancy \$250 for purchases from Trents for sauce, popcorn, bags, skewers & lollies for scramble.

Alix van Amelsfort/Kate Mitchell

The Committee gives a huge thank you to Nancy and Dean for all the work so far. The organisation of this event requires many hours of work.

More volunteers are required on the night. Rachel to put a Facebook request out for help with the fruit skewers.

Kate McLeod commented on how challenging it is to actually meet new people at the event. Nancy had also been thinking about this and has discussed with Kirsten Aaron too. Nancy suggested we get a group together after the event for next year to explore this further.

- Second hand uniform sales - Catherine Woods updated that the January sale went well. Next one will be in Term 2. Kaori Lindeman is taking on the lost property role. There has been a drop in donations recently combined with moving to new uniform sales only so less available for sale at the moment. The Committee thanked Catherine for all her hard work so far.
- New Families Morning Tea - next one is on 5 March. Rachel agreed to do another Facebook post on this.
- Disco - date to be confirmed. Disco committee members so far: Dean, Rebecca K, Rachel is happy to continue advertising. Rebecca Foulds and Kate Mitchell are stepping down from the organising committee but are happy to help as volunteers. The Committee thanked the team for all their contributions to many successful Ilam discos.
- Drink Bottles - 192 drink bottles have been purchased. They have been made in Ilam colours with a white label for names. They will be available for sale from the office and at our events. Cost to buy was \$10 because of the 2 colours and logo printing and so will be sold for \$12 each.

8. FUTURE EVENTS

- Fundraising 2018 - parked till next meeting
- Ice Skating - needs to be booked shortly. Is June the best month? It felt busy last year. Nancy to investigate available dates in Term 3 then communicate with Marlene so it's on the school's event calendar. Also Kate suggested we confirm Student Council/House Captain-led events too. Jo to bring that information to the next meeting.

9. GENERAL/NEW BUSINESS

- Paul has been contacted by Gerry's Wraps who will offer us a great deal as a fundraiser. Committee is keen to progress this.
- Jessie Shuker contacted Rebecca to thank the volunteers and bakers for their contribution to the Mihi Whakatau.

10. PARKED ITEMS

- Photo fundraiser – Hannah. Rebecca has emailed twice with no response.
- Rubbish Whisperer – Sean was not here. May have missed this opportunity with cheaper versions now widely available in the supermarket.
- Wishlist purchases – Paul to bring to future meeting.

11. NEXT PTA MEETING

The next PTA meeting will be held on Tuesday 13 March 2018 at 7.30pm.

There being no further business, the meeting closed at 8.30pm.