

Minutes of the Ilam School PTA, Held Tuesday 14 May 2019
Ilam Primary School Staffroom, 66 Ilam Road, Christchurch

1. PRESENT

The meeting commenced at 7.30 pm.

Parent representatives: Annabel Brodie, Dean Coburn (Co-Deputy Chair), Rebecca Foulds, Nancy Godwin, Zansie Maye, Laura Mihaere, Digby Symons (Treasurer), Katie Symons (Chair for this meeting), Nanette Trewinnard (Secretary).

School representatives: Jo Dudley, Kate Mitchell (Ilam School Board Chair).

2. APOLOGIES

Paul Dolan, Rebecca Kavanagh, Tahnee Wendt, Catherine Wood.

3. MINUTES FROM THE PREVIOUS MEETING

The minutes of the meeting held on 9 April 2019 were accepted as a true and accurate record. Digby highlighted that the minutes did not include the total cost of the three items on the wishlist that were approved (total approved was up to \$8,100). It was agreed that in the future the value approved should be noted.

Zansie Maye/Rebecca Foulds

Matters arising:

Kindo - Nancy has been communicating with Kindo and is preparing to set this up for ice-skating. Nancy suggested bringing it along to the next coffee morning to familiarise parents.

RAMS for ice-skating - Jo to meet Nanette to complete this form.

Communications officer - Tahnee Wendt has very kindly offered to take on this role. Unfortunately Tahnee was unable to attend tonight so we look forward to meeting her at the next meeting.

4. PTA CHAIR VACANCY/COMMUNICATIONS

- Thank you to Katie for being the May rolling chair. Dean will be take on this role for June.

5. CORRESPONDENCE

Emails: Kindo/growth collective communication, emails about the second-hand uniform sale.

Paper: Nil

6. FINANCE/TREASURER'S REPORT

Financial Report

Digby Symons provided the accounts for April 2019.

- Total receipts for April 2019 \$2520.43
- Total payments for April 2019 \$770
- Uncommitted funds as at 30 April 2019 \$4687.04

Profit from the recent disco is expected to be healthy - final details will be available in next month's report.

Approval of financial statement:

Jo Dudley/Dean Coburn

Invoices/receipts for approval

- Nil

7. CURRENT FUNDRAISING AND PTA EVENTS

Second-hand uniforms

- Catherine reported that the sale made a good profit and that uniform stocks are running low. Catherine would like to thank all the people who volunteered to help with set-up and the sale.

Coffee mornings

- Annabel ran the first event for the year alongside the SHU sale and it went well. It was great to see a few new faces. The next coffee morning is on 29 May, 8.30-9.30. Annabel to organise an email to the Friends of the PTA and a FB post a couple of days before.

8. FUTURE EVENTS

Ice-skating 16/6/19

- Nancy will ask Kate McLeod to produce the advertising poster and Kirsten for translation and getting the word out. Nancy and Kate Mitchell agreed to look at Kindo. Perhaps a Kindo station could be at hot chocolate event too. Needs a volunteer.

Art Calendars

- Rebecca Foulds reported this is all in hand. Week 4, T3 teachers will return finished art to Rebecca and then she will send off. We discussed pricing and agreed:
 - Calendar - cost \$10.50, suggested price \$15
 - 8 cards - cost \$9.50, suggested price \$12.50
 - Diaries - cost \$13.50, suggested price \$15
 - Mousepad - cost \$11.50, suggested price \$15

Hot Chocolate Mornings

- Anchor are happy to sponsor us again which is great news. Rebecca is organising stock.
- Dates are 7/6 and 2/8 and 30/8.
- Katie Symons to put in the newsletter.
- Nanette to email Friends of the PTA for helpers for all three events. Rebecca F to email Jo Dudley for Facebook post.

It has been discovered we have only one key to the PTA box. Dean to arrange to make a copy of Digby's key.

Ilam's World Famous International food festival

- Zansie reported that Marlene was going to run communications including a Google form and so now this will need to change. Zansie to meet with Paul to discuss further.
- Zansie to meet with Kirsten Aaron about including families using languages other than English.
- Zansie and Paul have agreed that the event will be ticketed - details to be discussed.
- There are 2 PTA meetings left before the event.
- Katie Symons raised that the time had not been clarified. Zansie suggested 5pm onwards.
- Kate Mitchell suggested contacting dance teachers for performances.
- Zansie will connect with relevant teachers e.g. talent quest, Pacifica group, etc.
- Laura offered to help with kapa haka for the night.
- Lots of ideas and now they need to be formalised and volunteers secured. We have been waiting to ask for volunteers out of respect for those in our community affected by events in March.
- Dean raised the importance of understanding the power needs in advance as this is limited at the school.

9. GENERAL/NEW BUSINESS

- No ideas have come forward via email as yet regarding alternatives to plastic glow bling at disco. Digby suggested charge more for entrance and Dean suggested face paint.
- Nancy suggested we look at EzyLunch - park till next meeting.
- Katie suggested that the minutes on the website need to be updated.
- Catherine Wood suggested the PTA offer meals to support Marlene's family. This is currently being done by the staff. The PTA offer is there as needed.
- Nanette thanked Katie Symons for doing such a great job of being the rolling chair. Katie agreed to brief Dean.

10. NEXT PTA MEETING

Nanette will give apologies for the June meeting and Katie volunteered to do the minutes.

The next PTA meeting will be held on Tuesday 11 June 2019 at 7.30pm in the staffroom. Supper volunteer: Dean

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