

**Pukekohe East School PTA**  
**Minutes of Meeting**  
**21<sup>st</sup> September 2016**

**Meeting opened: 7.20 pm**

**Present:** Jane Migounoff, Nicole McRobbie, Melinda McFarlane, Louise Cox, Elisa Callaghan, Rani Amaranathan, Merillees Nicholls, Kelly Searle, Michelle Fayers, Alison Reeves, Lexi Jones, Stephanie Reynolds, Jenny Walter

**Apologies:** Marnie Loxton,

**Financials :**

**Pet Day: Great Piratical Pet Day**

We finalised the helper roster.

Friday picking up tables – There are approx 20 tables at Puke East Hall and 100+ chairs. Jane will organise round tables for us. Jane has a trailer but someone will need to drive it.

We discussed all of the auctions and donations.

Elisa and Alison will meet tomorrow to discuss items for tombolla.

Jane had bought table cloths and pirate decorations. Double sided tape will be useful to keep table cloths on.

**Café** - We will write a list for Gilmours - we will get another 1000 white napkins and plates.

We have grease proof bags for paninis. Stephanie has noodle boxes and forks. Stephanie will let us know costs for setting prices of food.

**People helping to make paninis after school on Friday need to bring a sharp serrated knife and a chopping board.**

We will need extra sandwich presses for the paninis in the café.

The chiller will be at school from tomorrow. It will probably be plugged in from Friday morning.

We will need access to playcentre on Saturday morning to use power from Playcentre so that we don't overload.

**Coffee** –will now be in the hall (we need the 15 amp plug) – we do not need to provide milk.

Lexi will still get tomato sauce and get sausages donated by BNZ. (we can get 50 for \$15)

Stephanie will look in to providing 3 large chilly bins  
Jenny will bring the ice here on Friday and put in the chilly bins in chiller.  
Kelly will bring the drinks on Friday afternoon.

Smashing plates /slingshots/pirate pistols. We will use the single slingshots rather than the 3 person slingshot. Jane has painted the bottles ready. Jane will assemble the smashing plates stand and may need peopler to help.

Kelly will get lucky dip stuff but will need help wrapping them.

Prizes – Alison has 2 tins of Dulux Jelly beans we will need to bag them.  
We have kiwi soft toys, wands. We also have hydraulink jelly beans.  
We need to buy freddo frogs. Alison will use a gift voucher to get them.

Jane has ordered sand.

Bouncy castle will be here at 8am.

We have a lot of items now for the treasure chest (book stall and brick a brack).

We have lots of PVA bottles to use as anchors for marquees.

Play centre would like to have their brochure displayed to be given out.

Warehouse stationery have donated a lot of things items for use in the Aaaart Marquee. We will charge \$2 for pirate hats and sword balloons.

Jenny will get chocolate coins from Countdown for her stall.

Driveway will need to be clear at 11am for the fire Wendy house to be driven down. We will have a donation bucket.

Sound system will be set up for us but we will have to monitor it ourselves.

Face painting will be \$4 for all designs.

**Other Business:**

**Next Meeting: to be confirmed ☺**

**Meeting Closed: 9.15pm**