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| Date:  | 16 September | Time: | 7.30pm  |
| Location: | **Te Totara Primary School staff room** |
| Present: | Moshe, Kerrie, Rae, Jo, Anne, Shelley, Rilesh, Kerry,  |
| Apologies: | Fiona , Julyan |
| Item | **Topic** | **Discussion** |
| 1 | Welcome from chairperson |  |
| 2 | Review of last meeting | Accept: ShelleySeconded: Moshe |
| 3 | Correspondence | No correspondence |
| 4 | Finance | Report from Rilesh to include in minutesShelley moves to put money on term deposit for 30 daysKerry seconds.  |
| 5 | School report | Met with garden designer. Plans discussed and still in process of being finalised. Discussion around what was planned and what happened over the last term. Community has been great in being flexible. Discussion around production, alternative plans. |
| 6 | Past/Upcoming Events | * Term 4 Ice Block Days: 6th November, 27th November and 11th of December
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| 7 | Planning for 2020/21 |  |
| 8 | General Business | * Discussion around success of iceblock day. Next week Kerrie and Moshe to run again, Kerrie to followup on ice block delivery. Comment from Anne around production and placement of sale.
* Entertainment book download trial successful , not many sales.
* Disco next term, 30th October. Notice to Gavin if we move it. Rae to send Shelley his contact details. Only to happen at Level 1. Rae to confirm with Gavin. Disco to finish at 8:15pm. Order toys now, and food closer to the time. Disco planning meeting on 14 October.
* Parking shed for scooters, put to us as a fundraising goal. To be discussed at a later date.
* Digital technology plan coming from Jo
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| 9 | Next meeting | Disco planning meeting on 14 OctoberAnother PTA meeting after Disco 4 NovemberAnd then 2 December |
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