

P & C Meeting Minutes

Five Islands School

Date: 14/09/2017	Began at: 9:00am
Attendees:	Apologies:
Ali Landers, Julie Kelly, Sharon Proctor, Suzie Handsley, Karen Bearnz, Darlene Jones, Carrie Telfer, Rachel Shanley.	Andrew Proctor

Previous Minutes: ACCEPTED

	GENERAL BUSINESS	Who	Time
1	<p>Trivia Night – <i>8 tables have been sold and more could go on the night. SH had a meeting at the club this morning and liaised with the manager. Configurations for the tables, microphone were determined. The club has provided the hundred boards. More prizes were donated by the club for the hundred boards and raffles. The Trivia Night schedule will consist of three rounds of 15-20 questions. A huge range of prizes have been donated with a total of 60 prizes so far. KB waiting on donation responses from a few organisations. Raffle tickets will be sold for \$2 each. Hundred boards and raffles to be conducted in between the rounds There is some confusion about what food will be available on the night.</i></p>	S. Handsley	25 minutes
☞	<p>Action: KB and CT to assist with raffles. SP and BT to assist with hundred boards. BT to be a rover to assist where necessary. BT to compile names for appreciation certificates when lists are sent through. JK to pop names on the template and print. SH to bring the cream bank bags and JK to organise the float.</p>		

2	Other Business – <i>We will be looking for expressions of interest in the USB Emergency Dongle in Term 4.</i>	S. Handsley	5 minutes
☞	Action: BT to create a flyer within the first two weeks of school.		
3	Next Meeting – <i>Thursday, October 19th, 9:00am.</i>	All Members	5 minutes
☞	Action:		

Adjourned at:	9:30am
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Brooke Twine
P & C Secretary