

OTAKIRI SCHOOL 100th JUBILEE COMMITTEE MINUTES



Meeting held 6:30pm 30th July 2019, Staffroom	
Present	Vera Pawson, Leanne Blackwood, Kerry Looney, Jacqui Graham, Lyndal Kennedy, Nick Hoete, Mike Mokai, Eraina Attwood, Kris Byrne
Apologies	Renee Anderson, Lorraine Hoete, Keryn Mullins, Heather Richmond

GENERAL	
Dates	Proposed that Labour Weekend 2020 be the date for the Jubilee celebrations. 23rd-25th October 2020 Motion: That the Otakiri School 100th Jubilee Celebrations be held on 23rd-25th October 2020 Moved: Kris Byrne Seconded: Eraina Attwood Passed
Formation of Committee and Subcommittee Groups	We need to form an official 100th Jubilee Committee Call for Nominations for: Ko-Chairs: Kris Bryne and Kerry Looney Secretaries: Renee Anderson and Leanne Blackwood Treasurers: Eraina and Michelle Other Roles/Committees required: <ul style="list-style-type: none"> - Advertising/Social Media/Marketing/Merchandising - Nick Hoete, Vera Pawson - Catering - - Jubilee Book, Displays, Archives - Heather Richmond, Eraina Attwood - Sports Events - - Social Events - May be broken down into events - - Photographer - (Look at costs for one off cost photographer) - Church Service - - Student events - School Staff (<i>Historic Village Tauranga, Te Awamutu Museum</i>) <i>Decade Songs</i>
Minutes of the last Meeting	
Previous Jubilee Books and Documentation	Had a look through
Inwards Correspondence	<ol style="list-style-type: none"> 1. Gillian Cowlshaw - Question about whether there is to be a Centenary 2. Barry Gilbert - Information to share 3. Elizabeth Shearer (nee MacNiven) - Offer of slides and photos 4. Athol Corbett - Offer of Photography Services
General Business	<ul style="list-style-type: none"> ● Ask BoT if it's OK to do accounts through school - Set up a code area ● Maybe a quiz night on the Friday evening as part of or instead of wine and cheese type set up

	<ul style="list-style-type: none"> ● Entertainment possibilities - <i>Fling Teddy, Princess Gate Cabaret (Craig Davidson)</i> ● Catering options - people liked the idea of buy your own lunch on the Saturday -with food vans etc ● Options for dinner, maybe have the option to just come for the social after the dinner ● Name: Otakiri School and District Centenary ● Facebook page for event - various options discussed ● Possibility of applying to community board for money - forms on the website (check criteria) ● Be mindful of potentially getting Resthome residents to and from event -
Next Meeting	Tuesday 24th September, 6.30pm in Staffroom

Action to be Taken	Person Responsible	Deadline	Update/Completed
Track down whether there is an old Jubilee Account from 25 years ago????	Mike	By next meeting	Nothing Found
Check archives for 75th Jubilee book and minutes	Mike and Eraina	By next meeting	Complete
Develop a draft Timeline	Kerry	By next meeting	
Nick to develop a Facebook page and/or link	Nick	Next couple of weeks	
Develop an A4 advertising flyer -ask Sarah	Vera	Next couple of weeks	
Advertise event on Council Events Page	Leanne	Next couple of weeks	
Develop a draft timetable of the weekend	Committee	At the next meeting	
Get Community Board Funding Application	Leanne	By next meeting	
Ask Beacon to do a story of the upcoming Centenary	Vera	After Labour Weekend	