

Milngavie Primary PTA

Minute of Meeting held on Wednesday 9 October 2024



Present	
Giselle Avenier (Chair)	Rachel Goldie
Cara Begley	Hilary Kay
Leigh Bruce	Wendy Odedina
Jen Harvie-Miller	
Apologies	
Ana Cruzalegui Polson	Michelle Thompson
Becca Martin	Elif Urgun
Caroline McElney	

1. Chair's Introduction

1.1 Discussion

The Chair welcomed members to the meeting. She noted that this meeting would focus on arrangements for the Halloween Disco and all other actions from the previous minute would be followed up on at the next full PTA meeting.

1.2 Decision

Additional items for follow up were agreed as follows:

- Consider sign-up sheet for science room at Christmas Fayre
- GA and LB to liaise on dunny clear out

2. PTA Funds

2.1 Discussion

It was confirmed for the record that no further funds had been raised or spent since the last meeting.

For reporting purposes at the AGM, it was agreed to report against the academic calendar from 1 August – 31 July.

3. Halloween Disco

3.1 Actions/Decisions

PTA members roles on evening:

Giselle:	Door and overall supervision
Jen:	DJ
Hilary:	Tuck Shop
Cara:	Pumpkin Bowling
Elif:	Pumpkin Toss
Rachel:	Trick or Treat Board
Wendy:	Fun items stall
Leigh & Ana:	Tattoos
Michelle:	Pumpkin competition and chalkboards
Parents:	Ice poles

Rachel

- Check dunny for additional Halloween décor and buy top up as required
- Check dunny for pumpkin toss items
- Arrange supplies for trick or treat board
- Buy slap bands

Cara

- Bring ice poles
- Use free gift of large sweeties for pumpkin prizes and small sweets for game prizes
- Buy water and flavoured water
- Arrange supplies for pumpkin bowling

Hilary and Becca

- Buy additional tuck items

Wendy

- Send Cara MS Form of ticket orders

Giselle

- Arrange colouring table
- Allocate parent helpers

Décor:

Wendy, Giselle, Cara and Rachel (?) to meet on Friday pm to inflate balloons in advance.
Cara to transport. Ana available from 5pm to set up.