**Minutes for Coatesville School Centennial Celebration committee**

Held at 24 Mohoenui Valley Road, May 27th 2015

Meeting opened at

**Members Present** P-Present A-Apologies

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| Richard Johnson | P | Chrissie Dunn | A | Leanne | A | Prue Blackmore | A |
| Jess Mackay | P | Jess’s mum | P | Amelia McNab | P | Roslyn Sentch |  |
| Carol |  | Heather Seel | A | Bronwyn Hicks | P | Deb Bensley | P |
| Shirley Jensen | P | Kirsty Dolan | P | Colin Mitten | A | Phil Smith | P |
| Deb Ling | P | Jane Thompson | P | Karen Renwick | P |  |  |
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| **Topic** | **Discussion at meeting** | **Actions/Decisions** | **Date to be actioned** |
| **Formalities** | Chair: Shirley Jensen  Scribe: Deb Bensley |  |  |
| **Passing previous minutes** |  | The previous minutes were passed as a true and correct record.  Moved Deb B,  Seconded Bronwyn H |  |
| **Matters arising from the minutes** | Rita is happy to be a general helper. |  |  |
| **Correspondence** | E-mail received from Paul Smith, Heather Seel and Colin Mitten. |  |  |
| **Treasurer report**  **General Business** | Nil |  |  |
| **Logo** | ??? To present Logo for decision | Logo’s to be sent out via e-mail. | Deb Bensley |
| **Facebook and website feedback.** | Paul Smith is happy to set up and monitor the Face book page. | Shirley to put Paul in touch with Leanne. | Before next meeting. |
| **Sponsorship**  **Brainstorm etc** | Area’s requiring Sponsorship  Sub committee’s needed.  Time Line (present till event conclusion) | See attached |  |
| **Sunday** | Finalise what Sunday looks like.  It was suggested that a time capsule be buried and also a tree planting ceremony. | To be discussed further on June agenda. |  |
| **Sponsorship** | At present the board is writing up a new process to be completed when finding Sponsorship for any event run by the school. Exclusive sponsorship must be passed thru the board. | Richard to pass details onto the sponsorship committee when details are finalised. |  |
| **Sunday Morning tea** | It was suggested the CWI to be approached to see if they would be interested in catering. | Shirley to approach CWI |  |
|  | Meeting closed at |  |  |
| **Next meeting** | June 24th 2015 |  |  |