

# St Joseph's Catholic Primary School Pinjarra

## Parents & Friends Association

### Fair Meeting Minutes

Friday, 19<sup>th</sup> March 2021

1:30pm – School Convent

NO	ITEM																																								
	<b>Meeting commenced:</b> 1:38pm																																								
1.	<b><u>OPENING PRAYER</u></b> Led by Natalie Marriott																																								
2.	<b><u>ATTENDANCE</u></b> Natalie Marriott, Katie Galloway, Jayne Mileham, Fiona Lamb, Ginette Black																																								
3.	<b><u>APOLOGIES</u></b> Sharon Kell, Kaitlin Silverthorne, Sharnah Cook, Rebecca Cabassi, Melanie McGregor, Donna Jarrett																																								
4.	<b><u>GENERAL BUSINESS</u></b>  <ul style="list-style-type: none"><li><b><u>Fair stall allocation:</u></b></li></ul> <table border="1"><thead><tr><th colspan="4">FAIR STALLS 2021</th></tr><tr><th>CLASS</th><th>STALL</th><th>CO-ORDINATOR</th><th>TEACHER/S</th></tr></thead><tbody><tr><td>PRE-KINDY &amp; KINDY</td><td>FUN FOR KIDS</td><td>GINETTE BLACK</td><td>MRS SIMPSON &amp; MRS RAMSAY</td></tr><tr><td>PRE-PRIMARY</td><td>SAUSAGE SIZZLE</td><td>KATIE GALLOWAY</td><td>MRS GUNDRY</td></tr><tr><td>YEAR 1</td><td>\$3 JARS</td><td>TANIA BRADLEY</td><td>MRS CROOK</td></tr><tr><td>YEAR 2</td><td>FUN FOR KIDS</td><td>GINETTE BLACK</td><td>MISS DURNIN</td></tr><tr><td>YEAR 3</td><td>PRODUCE STALL</td><td>JAYNE MILEHAM &amp; REBECCA CABASSI</td><td>MR MAJOR</td></tr><tr><td>YEAR 4</td><td>CHOCOLATE WHEEL</td><td>FIONA LAMB</td><td>MRS WATTERSON</td></tr><tr><td>YEAR 5</td><td>PRODUCE STALL</td><td>JAYNE MILEHAM</td><td>MRS O'DWYER</td></tr><tr><td>YEAR 6</td><td>WOOD RAFFLE</td><td>NATALIE MARRIOTT</td><td>MR COSGROVE</td></tr></tbody></table> <b><u>OTHER STALLS:</u></b> <ul style="list-style-type: none"><li>o Cow Pat Lotto – Natalie Marriott</li><li>o Independent Market Stalls – Fiona Lamb is seeking stall holders</li><li>o Coffee Van – Natalie to check availability.</li><li>o Animal Farm – Check if Meanda Park is available – Fiona</li><li>o First Aid Post – Contact St. John's – Natalie</li><li>o Mandurah Catholic College student helpers – Natalie will contact MCC and request student helpers for the day as part of their community service hours.</li></ul>	FAIR STALLS 2021				CLASS	STALL	CO-ORDINATOR	TEACHER/S	PRE-KINDY & KINDY	FUN FOR KIDS	GINETTE BLACK	MRS SIMPSON & MRS RAMSAY	PRE-PRIMARY	SAUSAGE SIZZLE	KATIE GALLOWAY	MRS GUNDRY	YEAR 1	\$3 JARS	TANIA BRADLEY	MRS CROOK	YEAR 2	FUN FOR KIDS	GINETTE BLACK	MISS DURNIN	YEAR 3	PRODUCE STALL	JAYNE MILEHAM & REBECCA CABASSI	MR MAJOR	YEAR 4	CHOCOLATE WHEEL	FIONA LAMB	MRS WATTERSON	YEAR 5	PRODUCE STALL	JAYNE MILEHAM	MRS O'DWYER	YEAR 6	WOOD RAFFLE	NATALIE MARRIOTT	MR COSGROVE
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	<ul style="list-style-type: none"> <li>○ Fun for Kids <ul style="list-style-type: none"> <li>- Michelle Pellew has offered to make a "Door Game" for the Fun for Kids stall, all agreed to accept this offer as an additional game for the stall. – Natalie to contact Michelle</li> <li>- Look into a package deal for the Gym Bus, Bouncy Castle and Mechanical Bull – Fiona / Ginette</li> </ul> </li>   <li>○ Silent Auction – to be confirmed. <ul style="list-style-type: none"> <li>- Mary Miller suggested the possibility of holding a market stall in which students from all classes would make items to be sold in the stall. This would be organised by Mary, instead of the Silent Art Auction. Natalie to discuss this with Joy/Vanessa.</li> </ul> </li>   <li>○ Devonshire Tea &amp; Doughnut Stall – to be confirmed <ul style="list-style-type: none"> <li>Simplifying the Devonshire Tea stall was discussed, due to how labour intensive the stall is. An option is combining it with the Produce Stall. Plated baked goods only, would be served from the Produce Stall, and there would be tea/coffee available to purchase from the P&amp;F coffee machine and/or a coffee van. The Doughnut Stall may not be run this year, due to having no co-ordinator to run it, and the speed of the machine being too slow to keep up with the demand on the day. Ongoing.</li> </ul> </li>   <li>● <b><u>Fair letter to staff:</u></b> <ul style="list-style-type: none"> <li>Natalie drafted a letter to teaching staff outlining which stalls have been assigned to each class, and how the teaching staff can assist the stall co-ordinators with the planning and running of stalls. Natalie to forward the letter to Joy/Vanessa for approval.</li> </ul> </li>   <li>● <b><u>Fair marketing ideas:</u></b> <ul style="list-style-type: none"> <li>- Radio advertising – Natalie will contact local stations</li> <li>- Signage – amend dates and put up the school fair signage - Fiona &amp; Katie.</li> <li>- Pinjarra Junction shopping centre advertising screen – Natalie will contact to request an advert.</li> </ul> </li>   <li>● <b><u>Other general business</u></b> <ul style="list-style-type: none"> <li>○ Donation letters – If any stall co-ordinators need letters requesting donations for their stalls, please let Natalie know.</li> </ul> </li> </ul>
	Next meeting – Friday 14 <sup>th</sup> May, 1:30pm at school
	Meeting close: 3:00pm