

WILLIAMSTOWN PUBLIC EVENT MEETING

CFS THANK YOU

**MINUTES OF MEETING**

Tuesday 27<sup>TH</sup> January 2015 @ 7pm

Soldiers Memorial Hall Meeting Room

WELCOME :

Chair - Sue Poole.

PRESENT:

Sue Poole, Pam Cross, Joe Ahern, Susie & Dave Piper, Linda Miels, Leroy Cook and Helen Elliott.

APOLOGIES:

Robyn Dennard, Graeme Randall, Deb & Daniel Wilson, Kim & Merilyn, Rick Lane, Mark (Purple Hands) Kelly (TeAro).

Correspondence Out:

Additional paper work/forms completed including form for Tony Piccolo to attend.  
Event Application - Participant Application form given to Joe Ahern.

Correspondence In:

Stephan Knoll & Jamies Briggs attending, allocated 3 minutes speech each. CONFIRMED.

Music Entertainment :

Organised / CONFIRMED (Joe Ahern).

Children Entertainment :

Dawn to arrange/assist with Egg & Spoon races/sack races and to donate lollies for prizes etc. CONFIRMED.

Bouncy Castle - no go.

Happy Faces Painting Lady - will suggest to her just to offer a couple of simple designs to keep within time frame.

Suggestion of temporary tattoos as an alternative? Linda to investigate.

Guest Speakers :

Joe Ahern - MC:

Tony Piccolo, Stephan Knoll and Jamie Briggs - 3 minutes each;

Sue & Pam 1 minute each;

Bryan Dicker (SAPOL) 2 minutes

Matt Bain, Bim Lange & Margaret Harris 1 minute each

(15 minute window allocated for speeches as per time line).

### Decorations:

Table clothes/bowes/plates etc. Susie Piper offered brown paper for tables. CONFIRMED

### Catering for Volunteers

Bakehouse; Patties Co & PDF; Bar 41 CONFIRMED

### Catering for Public:

BYO PICNIC CONFIRMED

Traffic Mashalls: Leroy & Graeme. CONFIRMED

First Aid Kit: Location - First Aid Room

### Fund Raising

Pam - updated - more fantastic donations received - Joe suggested due to so many donations keep some back for the day (Sunday).

Raffle Tickets - distributed and now selling.

Lucky Squares - actioned by Robyn

CFS Names of active volunteers - actioned by Helen - given to Pam

### Wrapping of gifts

@ Linda's Wed 29<sup>th</sup> January.

### EVENT ASSISTANCE ON 1<sup>ST</sup> FEB

Selling of Raffle Tickets on the day - Robyn, Helen, Linda, Maria, Pam & Sue.

Suggested Raffle Prize table set up near Band so they can keep an eye on it.

Linda to collect food platters on Sunday morning from Coles.

Marco to give Helen Bar 41 platters Sunday.

Assistance needed in kitchen - Sue to inspect kitchen to see what equipment available/needed etc.