

**Salt Lake Elementary School PTA
Fun Fair Meeting Minutes
November 13, 2018**

These draft minutes must be approved by this committee to be the official approved record.

Attendees

Cherie Racadio (President/Fun Fair Chair)	Jodi Fujimoto (Secretary)
Duwayne Abe (Principal)	Cy Takeno (Treasurer)
Nicole Palmer (Vice President)	Kim Billon (Fundraising Chair)
Randall Galeon (Vice Principal)	Traci Takehara (Committee Member)
Lance Yamada (Set-up)	Erica Huggins
Joshua Ka'awa (Set-up)	Chace Shigemasa (Food) via conference call

Commenced: Call to order 6:13 P.M. by Chair Mrs. Racadio

Minutes Approval

Minutes for October 2, 2018 were approved with no objections

Overall Chair – Cherie Racadio - \$200 - Use #FF19 on all correspondence via email

Budget - \$6,500

Volunteers for Committees

Games (Traci Takehara)	\$300	12 Games
Food (Chace Shigemasa) report via conference call	\$2500	Exploring catering food. Will work with Ms. Billon regarding Kalua Pig/Cabbage. Will be reworking prices.
Volunteers (vacant)	\$150	
Entertainment (Ben Leong)	\$250	
Set-Up (Joshua Ka'awa/Lance Yamada)	\$500	Already spent \$200 on 10 x 10 tent, umbrellas and stands
Publicity (Nicole Palmer)	\$50	
Rides (Cy Takeno)	\$500	
Scrip (Cy Takeno)	\$280	Will continue "Universal" scrip. Looking for more economical tickets.
Dunk Tank (Erica Huggins)	0	Will check on signage
Food Trucks (Cherie Racadio)	\$10	
Silent Auction (Jodi Fujimoto)	\$100	Ms. Racadio will send out call for chairman. If she is successful, Ms. Fujimoto will chair Volunteers.

Miscellaneous - \$200

Security (Traci Takehara)	\$100	Jeremy Vicens + 3 others confirmed
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First Aid (Jodi Fujimoto)	0	Ms. Fujimoto to contact
Custodian (Jodi Fujimoto)	\$250	Ms. Fujimoto to contact
Massage (Traci Takehara)	0	Cherie-Lyn Apuya confirmed
Overnight Security (Mr. Abe)	0	
Road Block Permit and GP Roadway barricades (Cherie Racadio)	\$80	
Use of Facilities		Completed
HGCA (Cherie Racadio)		Ms. Racadio will contact HGCA. A Craft Fair will take its place if they do not want to participate.
Total Budget	\$5470	

Announcements:

- Continue to brainstorm – ask for help and ideas!
- Start working on your timeline for yourself.
- Fun Fair meeting – Tuesday, December 4, 2018 at 6 pm in the Library

Adjournment: The meeting was adjourned at 6:52 pm by Mrs. Racadio.

Respectfully Submitted,

Jodi M. Fujimoto, Secretary