

PTFA AGM Committee Meeting on 8th October 2015

MINUTES

Present:

Miss Davis, Maeve Adams (Chair), Sarah Taylor-Murrell (Vice Chair) Hannah Gardner, Kezi Smith (Treasurer), Mladen Dzhikov, , Jacqui Collins (Secretary), Anoushka, Bunmi, Terri Goodwin, Vanessen Nursimlod, Kate Hannam, Kelly Gurney, Vicky Hodges, Andrea Seale, Hayley Geering, Lizzie Leicester, Sharon Kennedy Tattam, Becky Holmes, Claudia Aimer.

Apologies:

Seena Mistry Emma Beisty, Lucia Apicella,

Next committee meeting: TBC

| Item no. | Key points | Action | Who | When by |
|-------------------------------|---|--------|-----|---------|
| 1. Previous minutes | Agreed | | | |
| Nominations and Voting | London Class Reps were agreed: Vicky Hodges, Sharon Kennedy Tattam Seconded by Maeve Adams and Lizzie Leicester. Both were welcomed. Cairo Class reps were agreed: Claudia Aimer – seconded by Jacqui Collins Terri Goodwin seconded by Sarah TM Becky Holmes seconded by Kezi Smith Paris Class Reps: Kelli MacSorley – Seconded by Anoushka Bunmi and Kate. Emma Beisty – Seconded by Claudia Aimer Maeve Adams formerly stepped down as Chair. She was thanked for her hard work by CD. | | | |

| Item no. | Key points | Action | Who | When by |
|---|--|--|--|---------|
| <p data-bbox="248 453 383 480">Your Skills</p> | <p data-bbox="555 236 1279 376">The new Chair was voted on as Sarah Taylor-Murrell, seconded by Becky Holmes Vice Chair – Hannah Gardiner – Seconded by Terri Goodwin. The rest of the Committee were happy to stay in post.</p> <p data-bbox="555 453 1234 628">MA presented the idea that the PTFA need key skills and support to ensure that events function smoothly to raise funds. Key areas needed are: Volunteer rota, printing, resources, catering, posters, publicity (online and on the ground), raffle prizes, face painters (creative skills).</p> <p data-bbox="555 671 1290 735">Members of the committee meeting filled in their names and potential skills they could offer.</p> <p data-bbox="555 778 1272 919">The Christmas Fair/party is tentatively set for 4th December after school. CD explained that this was the most appropriate date currently given internal and external diary pressures.</p> | <p data-bbox="1317 453 1592 555">To type up key skills of parents and their partners.</p> | <p data-bbox="1630 453 1682 480">MA</p> | |
| | <p data-bbox="555 959 1290 1310">STM suggested that 4th December is more of a Christmas party with Jo Jangles children’s entertainer (who had offered a free session to the school in return for flyering), doing Christmas Wrapping presents for a fee and a Christmas Raffle. However, availability for Joe Jangles on this date is still being verified before it can go into the school calendar. Volunteers to do face painting. Games after lunch. Jo Jangles at pick up. PTFA to serve tea/coffee/mulled wine (Non alcoholic). The PTFA will run a Valentines fundraising event in February to raise more substantial funds.</p> | <p data-bbox="1317 959 1585 1278">Generally agreed that this was a good idea. PTFA to set up a separate planning committee for the Christmas Party for chn. Need to confirm the date with Joe Jangles.</p> | <p data-bbox="1630 959 1682 986">STM</p> | |

| Item no. | Key points | Action | Who | When by |
|------------|---|--|--------|---------------|
| | <p>The next Cake Sale on 22nd October will be organised by Paris Class with the subsequent one being 17th December, organised by London Class.</p> <p>Suggestion for a local event to have a comedy night in a pub room for parents. This idea was welcomed.</p> | | | |
| AOB | <p>Proposed that the tenure for the Committee members should change occur from January to January. This is to accommodate and secure new parents as committee members once they are settled into the school. This would mean that the current Committee would stay in post until January 2017. The AGM would then be held in the new year (January) with a standard meeting in October.</p> | <p>Agreed that this would be taken forward. The PTFA Constitution will need to be amended.</p> | JC/STM | By Half Term. |