

Stretford Grammar School PTA

Minutes of Meeting

Monday 26th January 2015

6.30 p.m. in Library at SGS

Present: Matthew Connolly, Cary O'Donnell, Jo Soliva, Claire Barlow, Fiona Johnson, Karen Turner, Caroline Stevens, Diane, Geraldine Vesey.

Chair: Matthew Connolly

Minutes: Jo Soliva

1. **Apologies for absence** – Liz Wood, David Price-Uden, Lorraine Rosson
2. **Minutes and matters arising from meeting on 20th November 2014** – these were approved as a correct record, and no matters arising aside from those in the agenda already. Feedback from Quiz Night was to settle date early and all publicity to be ready for inclusion in Y6 info pack sent out by school. Christmas Concert was reported to be very busy and an enjoyable night. Jo will add the marketing of the Concert to the agenda of Admissions (and Marketing) Committee.
3. **Report from Treasurer** – Cary reported that our current balance stands at £4712.69, of which £1748.56 is library-restricted i.e. was raised for the library and must be spent on the library. No further progress with getting accounts audited has been made but efforts are continuing as this is an important safeguard for the PTA. Easyfundraising needs more supporters and more awareness in school (staff and families). Suggestion was made to have sign-up computers at school events so we can gain more supporters, and discussion of ways to remind people to use it (including using the toolbar reminder). Funky Foto update – Fiona has 7 families signed up and we need more.

Action: Cary to contact Head to offer money for library and further money for bids from school. MC to raise issue of auditor at Finance Committee / with Jane Evans. Jo to send out emails to remind school community about Easyfundraising and donating uniform, and to readvertise Funky Foto.

4. **Planning for events ahead** – Ladies Evening discussed and agreed we would invite people who have previously been involved as well as welcoming new ideas. Suggestion of bake-off competition, raffle, henna, Yasmin's non-alcoholic punch. Agreed ticket price of £3 adults, £2 children / students. Planning meeting to take place on 24th Feb at 6.30 in school. Big Walk discussed as Cary and Emma have been planning. Agreed to do 'Twin Peaks of Cheshire' route on Sunday 20th September 2015, covering 10 miles and 1,000 ft of ascent.

This would begin at 10.00 a.m. and be available to adults, accompanied children and Duke of Edinburgh participants under the supervision of Emma.

Cricket Match discussed – Matthew will follow up with school.

Quiz Night discussed – date agreed as 16th October 2015.

Red Cross First Aid Training discussed – no further actions have been taken.

Meeting dates discussed – 9th July 2015 for PTA meal at a local restaurant; 23rd September 2015 at 6.30 for AGM

Action: Jo to email existing contacts, book meeting room. Claire to source raffle prizes (plus other people to help) and Jo to email raffle letter. Jo to ask Susana to produce tickets and poster (based on last year's design). MC to follow up Cricket Match. Jo to book Red Cross date for summer term. Jo to communicate all agreed dates to school.

5. **Non-event fundraising opportunities** – FunkyFoto day: photographer will accept minimum 12, maximum 15 bookings, so we need to push this at Parents Evenings and in emails to parents. We need school open for start at 8.30 a.m. and we will use 2 rooms plus hall and toilets. Site manager to be informed. Lorraine needed for mugs and volunteers needed for support on day (offers from Claire, Fiona, Karen and Jo). PTA makes money from bookings (£5 per booking) and 15% of the takings.

Action: Jo to chase up envelope in school with Sasha and communicate final numbers to Fiona to liaise with photographer. Request to be sent out for baked donations to sell on the day.

6. AOB and date of next meeting (Thursday 26th March 2015)

No other business.

Agenda for next meeting: PTA Award (need to nominate and supply £10 voucher by May); first aid training; leavers' gifts update; promotion of PTA to new parents
standing items: report from Treasurer; events and dates (Twin Peaks walk, Quiz Night in next academic year, preparation for AGM)