

FRIENDS OF BOSWELLS MEETING MINUTES

WEDNESDAY, 11 SEPT 2019 – 7PM RESTAURANT

PRESENT:

Melanie Cullen, Miranda Drew, Sarah Dwyer, Cheryl Noble, Claire Rose, Claire Rooney, Lianne Spamer, Charlotte Tew, Sam White

1. Apologies for absence

Richard Carson, Teresa Ritchie

2. Adoption of minutes of the last AGM; 26 September 2018 and last meeting; 05 June 2019

The minutes were agreed as accurate and duly adopted.

3. Chairman's report

RC provided a report (attached in the email) which CNE ran through.

4. Treasurer's report

- SD provided a report (attached in email). Income was the highest FOBS have made for the last 11 consecutive years. SD passed over the paperwork and did a handover to MD.
- SD has a cheque that RC needs to sign, the cheque is for all of the items bought by FOBS.
- There was a query on GDPR and the contacts held on gift aid accounts. SD passed all of the folders containing information covering the past 12 years to MD.
- SD suggested that FOBS money is used to buy larger items that the school cannot afford, rather than smaller items which they might be able to find the money for themselves. CNE raised the idea of an outdoor area for the students to sit, where they can be outside and dry. Possibly be used for outdoor learning too. CNE to speak to the premises manager and discuss ideas/costs.

5. Head Teachers report

- CNE gave thanks to the group from all staff and in particular to RC, noting his hard work as Chairman over the last 13 years in FOBS. Also, to SD for her work as Treasurer for the past 6 years. RC has kindly volunteered to continue running the quiz night, all members were in agreement and thankful for his continued support.
- CNE ran through the presentation which was given to the new Y7 parents on FOBS, this included pictures of the items bought by FOBS being used by the students and updated the letter explaining to parents how they can help (letter attached in the email).
- There was a discussion on why it is difficult to attract new members and it is hoped that the more 'fun' events we run with parents, the more they might become involved. Some ideas were: holding a vote for parents/students on which event to hold next; a flyer to the parents of each child in a show offering a half-price ticket if they help with refreshments; change the FOBS logo, possibly run a competition for students or set up a design group.

6. Election of Officers

- RC stood down as Chairman; Claire Rooney was voted in
 - SD stood down as Treasurer; Miranda Drew was voted in
 - Vice Chair – Claire Rose
 - Secretary – Lianne Spamer
 - Publicity officer – Melanie Cullen
 - Refreshments organiser – Teresa Ritchie, Sam White
- RC and SD are invited to the next meeting at 8pm on 13 October

7. Catering requirements

(See attachment in email)

Date	Event	Time	Members
14 Sept	Meet the students (Y6)	09:30-10:30 and 11:15-11:45	Charlotte, Lianne
06 Nov	Shakespeare Festival	Teresa TBA	Mel, Miranda, Charlotte
21 Nov	Y11 evening	5:30pm – 7:30pm	Sam, Claire Rooney
26 Nov	School production	6pm for 6:30pm pre-show 8pm interval	Teresa, Miranda, Claire Rooney
27 Nov	School production	6pm for 6:30pm pre-show 8pm interval	Sam, Claire Rose, Charlotte
28 Nov	School production	6pm for 6:30pm pre-show 8pm interval	Teresa, Lianne, Claire Rose
29 Nov	School production	6pm for 6:30pm pre-show 8pm interval	Claire Rooney, Sam, Charlotte
30 Nov	School production	Matinee - 1pm for 1:30 preshow, 3pm interval Evening - 6pm for 6:30pm pre- show, 8pm interval	Sam, Claire Rooney, Mel, Miranda Sam, Claire Rose, Miranda

- Need to bring milk and a tea-towel

8. Any other business

- Movie night – This event has been cancelled. The company decide on whether they are going to set a fixed fee or take 40% of total ticket sales – it takes 6-8 weeks for them to decide after booking a date with them. MD found a company that hires a LED screen for £1300 for the whole day. It would be possible to run two different screenings. CNE raised that it is a lot of work, requiring a lot of helpers and if the weather is bad the event could be poorly attended or called off.
- It was decided to discuss this at the next meeting.
- Race night – this could be a better option, easy to organise and cheaper to run. Discuss at next meeting.
- School Lottery – tickets have gone back up. 3 parents have donated their winnings back to FOBS. GDPR means we are unable to name winners but could possibly name the class or the year group. MC to give an update at next meeting.

9. FOBS meeting dates

16 October 2019 – 7:30pm
20 November 2019 – 7:30pm
22 January 2020 – 7:30pm
11 March 2020 – 7:30pm
03 June 2020 – 7:30pm

Events

Fri 13 December – Christmas Raffle
Sat 21 March 2020 – Quiz night
27th June 2020 – Bingo night

Actions

CNE – Check school calendar correct online
Speak to premises manager about outside area and discuss possible price
MC – update on School Lottery