

**FRIENDS OF BOSWELLS MEETING MINUTES
WEDNESDAY, 05 JUNE 2019 – 7:30PM RESTAURANT**

PRESENT:

Melanie Cullen, Sarah Dwyer, Kate Golding, Cheryl Noble, Claire Rose, Claire Rooney, Teresa Ritchie, Lianne Spamer, Charlotte Tew

1. Apologies for absence

Richard Carson, Miranda Drew, Sam White

2. Adoption of minutes of the last meeting – 24 April 2019

The minutes were agreed as accurate and duly adopted.

3. Matters Arising

CNE

- The wooden cutlery is now in use in the restaurant
- Movie night – the liability insurance has been sorted out and Positickets can be used
- The print out of information and invoices are ready for the items being bought by FOBS, this is now with SD to process
- CNE has all of the photos back of the items bought and will make into a presentation ready for the new Year 7 intake night
- Second hand uniform – will ask Y11 if they have any clothing to donate before they leave. CNE will find a date for anyone who is free to go in and tidy the clothing

4. Bingo Night – 22 June

Details have been sent out on Twitter and ParentMail

- Approx. 45 tickets have been sold
- 6 people from leadership have said they will be attending
- Claire Rose has a programme that can show the numbers on screen as they come out to make it easier
- CNE will send another ParentMail, need to let CNE know nearer the time how many tables and chairs will be needed

CR has made a FOBS Facebook page and group – more information to follow

5. Movie Night – 21 September

Movie Night – MD to give an update

6. School Lottery

Update from MC

- The tickets have gone down from 132 to 124, this may be due to students leaving

SD brought the old FOBS information document with her and pointed out that most of it requires updating, this document shouldn't really be used. It should contain information on the School Lottery, Giving Machine and events.

MC will update this and send it over to MD to see if she is able to make it a double sided, glossy flyer.

CNE said that ideally 250 copies need to be ready for 4 July, new Y7 presentation evening.

New Year 7 evening - Thursday, 4 July, 7pm – doors will open approx. 6:40pm

It was decided that FOBS members will sell cold drinks (cans and water only) at the Y7 presentation and speak to parents about FOBS while giving out flyers. Parents have a 30 min talk then go off to their classes to meet the tutor.

Y7 Cheese and wine evening, 11 July - FOBS members attended this before and it didn't work very well, therefore FOBS will not be represented at this event.

7. Catering requirements

Date	Event	Time	Members
01 July	Drama	6pm for 6:30pm, 8pm interval	Claire Rose, Miranda, Charlotte
04 July	New Y7	6:40pm – 7pm start	All who can attend
08 July	Dance	6pm for 6:30pm, 8pm interval	Sam, Claire Rooney
09 July	Dance	6pm for 6:30pm, 8pm interval	Sam, Teresa
16 July	Music	6pm for 6:30pm, 8pm interval	Teresa, Claire Rose (Miranda in interval)

- Need to bring milk and a tea-towel
- Selling chocolate will only happen at non-Performing Arts events. Thanks to CRy for purchasing the chocolates.

TW – note that we will not be selling refreshments at the Y6 intake evening next year as takings were under £10

8. Any other business

CR suggested we could run a raffle at each event, particularly show evenings by selling tickets and drawing out numbers to put on prizes that can be collected as they leave.

This would involve more FOBS staff attending the event and need money for prizes.

Look into this idea in 2020 after the Christmas raffle has finished.

FOBS – Bids from departments

CNE has been asked by head of faculties when they can next put in bids for FOBS money.

SD – the balance is £3,061 after paying for all of the current bids

CRe - raised the point that we still need to pay for the Movie Night which is approx. £1500

It was decided that bids can come in at the end of next term for us to discuss in January and possibly followed up with summer bids.

The cooking area desperately needs updating and as we have not donated to the Food Tech dept before; they are invited to put a bid in.

FOBS Email address – this is not on the FOBS website page and we need to know the correct email address

The FOBS website needs updating with the new flyer once it is completed as a PDF

11. Dates of next meetings

Dates were discussed and rearranged to suit event planning

2019

11 September AGM (7-8pm) Meeting (8-9pm)

23 October

2020

22 January

11 March

03 June

Quiz night date – 21 March (RC to confirm if this is suitable for the quiz master)

Bingo night – 27 June

Actions

CNE

- FOBS, School Lottery and Giving Machine – promote to new Y7 parent's induction evening

MC

- Update FOBS information sheet and send to MC (needed for 04 July new parents)

MD

- MD to confirm if she is able to produce a flyer with information from MC (04 July)
- Contact a different company that could possibly screen the movie earlier and will provide details at the next meeting.
- Contact St Johns Ambulance to see if they can attend

SD

- Process invoices from the school for FOBS donations