



Committee Meeting - Minutes

Wednesday 16th January 2019 7.30pm – 9.00pm at Staff Room

1. Apologies

Abby Swiers – Rowan Class Rep
Casper Corden – Vice chair & Magnolia Class Rep
Eleni Stathi – Design & Promotion Team
Kate Kuechel – Secretary
Vicky Woodward

Attendees

Ana Rubio Hakansson – Vice Treasurer
Benita Hexter – Minutes for this meeting
Beth Neil – Magnolia Class Rep
Effie Demetriou – Head
Fabian Fausten – Spruce Class Rep
Jenni Dodsworth – Treasurer & Magnolia Class Rep
Jim Clarke – vice-chair
Juliet Brind – Media Team
Nessa Parkinson – Chair
Nicole Pearson – Mulberry Class Rep
Rakhee Shah – Ash Class Rep
Ruth Andrews – Cedar Class Rep
Tina Solari – Media Team & Maple Class Rep

2. Minutes of last meeting

agreed as accurate record

3. Matters arising from last meeting

put forward to agenda

4. Event Feedback

a. Cake Sales

Jenni will act a buddy to the nursery reps as they plan their first cake sale

b. Christmas Cards – organised by Julie Harle

good quality and choice of products
profit £329.75

c. Christmas Trees – organised by Tina & Vicky – Tina feedback

successful, last minute hitch with trees delivered, but all resolved
profit £842

d. Hamper Raffle - Jim

Jim felt the late sharing of tickets concentrated the sales
Juliet fed back envelopes would have been preferable, these were supplied in past to make buying tickets easier. Stapling envelopes to tickets in onerous. Purchasers provided their own envelopes. Office was bothered for envelopes. Maybe leave box of envelopes in office for use where wanted. Lack of clear and timely direction to class reps caused frustration. The wrapping and draw went well.
profit: £932

- e. Kid's Pressies and Discos organised by Claire Reynolds and Kate Kuechel enjoyed by all
cost: presents £195 disco £375
- f. Winter Fair co-ordinated by Ness and B
Feedback received from Ruth for glow sticks and Grotto from Nicole
Feedback in meeting:
hot dogs – Ana - too many onions and some complaints they were cold
merch – Rakhee – cards made by kids sold out quickly. Could have sold 50 beer mugs and 50 mugs but people did not want to order. other items sold OK
snacks – Beth - not enough reindeer poo
grotto – Nicole - more demand than supply
general – more lighting would be good, raffle at end to encourage staying to the end
profit: £2845

5. Upcoming Events – Spring term

- a. Phil the Bag & Second & Hand Uniform Sales
agreed to plan one as soon as possible and one for the end of summer term.
TS gained agreement from office staff to collect items in the office toilet for 3 days, suggest uniform sale on the Friday and phil the bag donations mon-wed with pick up on Thursday. Phil the Bag collection can be organised with a few weeks' notice. B to discuss with Louca Mai Brady who has expressed an interest in the idea.
- b. Musical Bingo – Ingrid, Sarah Wilson & Ruth Andrews
original suggestion of 22nd March difficult as parent consultations planned that week, making a lot of late nights for Gabi. Suggest alternative of 15 March. B to discuss with Ingrid
- c. Easter Egg Raffle – Kate Kuechel
planned draw for Weds 3rd April
- d. February Feel Good Film – Movie Night – Benita & Nessa
No advertising £93 + VAT advertising £148+VAT
agreed to go for advertised format. 200 max, tickets available for free to control numbers with option for on the night if numbers allow. Make money on bar and snacks. Plan for 15th February.

6. Upcoming Events – Summer term

- a. Adult Quiz – 17th of May - Nessa
- b. Children's Quiz – 25th & 26th of April - Benita
- c. Summer Fair – 30th of June – Benita & Nessa
- d. Bike for Bowes?? – Fabian – planning not to bike to allow other people to get sponsorship – suggested Arnos park run for adults and children
need: volunteer to set up Whatsapp group for encouraging joint training. Just giving still exists. FF will plan event including seeking permission from Enfield council. Plan a 10k run

7. Committee Updates

- a. Sponsorship & Procurement Team – all well
- b. Media Team – all well
- c. Design & Promotions Team – request production of promotional materials for planned events with content for Facebook, website, posters and sharing on Whatsapp.
Consider if broaden reach to include Twitter and Instagram.

8. Spending

Plan to fulfil FoB commitment made at end of last year regarding playground remodelling, re-accommodating nursery and moving after school club. Finance and Jenni to settle invoice. Safer parking bollards to be purchased by school and invoiced to FoB – Effie to proceed Benita asked Effie to consider specific projects for FoB to help with as the school plans for it's September new financial year. These enable FoB to be clear with parents what we are fundraising for.

Current suggestions:

iPad pens for year 3-5 pupil's individual iPads – Effie to provide price
year 6 souvenir jumpers

9. Communication with class reps and class networks via WhatsApp

Whatsapp groups working well. Useful when content is supplied ready to share. Benita and Nessa apologised for the large volume of communication while preparing for the winter fair in 4 weeks and intention to not need to do this again. Attendees reported that the volume had been OK.

Effie mentioned concerns around appropriate use of Whatsapp forums. While acknowledging this is not in anyone's control, to encourage direct individual feedback to school and avoidance of using the Whatsapp groups to bring together dissatisfied groups. Effie plan to communicate directly again with parents on this subject and for FoB to share this with our support through the rep's network

10. Merchandise

postponed for next meeting

11. Any other business

- a. Jim suggested an art competition on theme of each month to be brought together into a calendar
- b. Fabian suggested a dressing up box to help with costumes for performances. Effie informed the group one had existed in the past but without ownership was hard to keep up and so had been got rid of.
Ana asked for greater notice of need for costumes to give parents a better chance to respond, in particular to help support home-making costumes rather than buying.

12. Next meeting date – Wednesday 6th March 2019 - 7.30-9.00 pm - staffroom