

Minutes of the FOBG Committee Meeting

Tuesday, 26 April 2023 @ 6pm in MLES room at Bishop Gilpin School

Attendees:

Committee:	
Scott Gallacher (Chair & Minutes) Francesca Wareing (Treasurer) Paula Carter (co-opt treasurer) Steve Conlon (co-opt treasurer)	Martine Clarke (Trustee) Hester Heard (Trustee) Jazs Sahota (Trustee) Victoria Parry (Trustee)

Item	
1	Welcome Everyone was welcomed.
2	Apologies for Absence Lisa Whyte, Stephanie Papoutes, Leila Boyd, Uliana Khvorostyanova.
3	Opening It was confirmed the meeting was at quorate. Scott outlines the purpose of the meeting, to receive the accounts and no vote to approve will be required. Scott shares the feedback from Kezia York (who is conducting the financial review of the accounts) regarding her comfort with the top line numbers while some of the details may change this shouldn't be greatly affected.
4	Financial Report Francesca presents the financial report (which can be found here). Page 12- Summer raffle difference due to expenses. £1,000 was down to a donation from a company. Steve raised the question on the allocation of the donation. It was agreed that it was handled correctly in line with current guidelines but we may want to review allocations of this type in future. We had a discussion regarding the profit from cards vs calendars. The difference was due to the cards being more expensive then calendar due to multiple designs. Hamptons sponsorship was significantly higher than other sponsors. Reviewing our engagement with them and other Estate Agents was suggested. As part of this we will look at Hamptons additional income from boards. The accounting of Fun Fridays was discussed. The mechanics of doing this has been complicated by the teachers having to handle this in addition to their significant work loads

	<p>and priorities in class. It had previously been handled by the reps.</p> <p>Also given that it goes direct to the school and isn't handled by FOBG, how best to account for this. Paula raised the need to find an agreed process going forward of how to do this, which the meeting agreed with and we will look at following the Treasurer handover.</p> <p>Page 13</p> <p>E library now folded into council library as the expenditure on the library has been reduced.</p> <p>It was noted Panto funding has increased.</p> <p>It was noted that Workshops decreased during the year due to Covid restrictions.</p> <p>Art resources reduced as they upgraded the whole facility which caused the increase in the previous year.</p> <p>Page 14</p> <p>FW raised potential changing the accounting period to make it easier to account for activity each year as lots of money tends to come in during August.</p> <p>This is something the committee will review following Treasurer handover.</p> <p>Steve raised a question on how best to track partnerships. This is something that had been discussed at the previous committee meeting and we need to follow up on this process.</p> <p>Jaz raised about engaging Youngs and engaging pubs at brewery level.</p> <p>FW showed the trend lines for the past 4 years.</p>
5	<p>Close</p> <p>The accounts were received and meeting closed at 7:30pm</p>