

Friends At Braes

Minutes of AGM

Thursday 10th September 2019



Attending: Alison Mitchell (Chairperson), Mollie Folkman (Vice-Chairperson), Scott Ritchie (Secretary), Leah Curry (Treasurer), Iain Livingstone (Headteacher), Fiona Davidson, Josie Carnie, Carolyn Lowe and Diane Dagger

Apologies: Claire Lawson and Louise Campbell McNaughton.

Welcome: Alison welcomes all to the meeting again and thanks everybody for attending.

Chairperson's Report: Alison presents a PowerPoint that showcases the work FAB has done in the last school year. The 2018-19 term is noted as a particularly fruitful year for FAB. Special mention is given to Mary Donnachie and Linda Hunter who have been integral members of FAB for countless years and have now left as their youngest children have now graduated from the school.

Previous Minutes: Tracey proposes the minutes of the Friends at Braes Annual General Meeting on Tuesday 25th September 2018 to be correct and Josie seconds this. Alison remarks that there are no actions from the previous AGM however the committee is to review the constitution at the 2020 AGM.

Headteacher's Updates: Iain gives thanks to Alison for the presentation and for her successful year as chairperson, remarking that he is incredibly proud of FAB for standing as a separate organisation from the Parent Council, both of which are integral to the life of the school. In the previous year, Iain states that the number of events for which FAB have been requested has exploded and it is suggested that the committee think carefully about which events they wish to support in the coming year. Iain states that this year has really showcased the great work of FAB, particularly with local businesses and charities. Iain thanks Alison and the office Bearers for their efforts this past year and looks forward to another successful year.

Treasurer's Report: Leah presents the annual accounts that summarise all incoming funds and outgoing expenditure in the 2018-19 term. It is noted that this school year was particularly successful in terms of funds raised and the amount of projects the group managed to support. Total money raised from this year amounts to £3433.62. Iain states that projects funded by FAB are already making great success and the committee are invited to tour some of the spaces in the near future. Leah takes an action to have the accounts audited at the earliest opportunity.

Election of Office Bearers: Alison pauses the discussion to allow a top-up of refreshments before the committee reconvene to elect Office Bearers for the 2019-20 term. The new Office Bearers are as follows:

- Chairperson: Leah Curry – Nominated by Mollie, Seconded by Tracey
- Vice-Chair: Tracey Rae – Nominated by Alison, Seconded by Leah
- Secretary: Scott Ritchie – Nominated by Alison, Seconded by Fiona
- Treasurer: Mollie – Nominated by Scott, Seconded by Josie

An action is taken for Mollie to be added as a signatory for the bank account. Actions are also taken for handover from outgoing to incoming Office Bearers.

No further business is declared and Alison thanks all for attending. The next meeting is agreed to be Tuesday 1st October at 19:00 in the school Conference Room. Thanks are given again from the whole committee to outgoing chairperson, Alison.

Action Points:

- Committee to review constitution
- Mollie to be added as signatory
- Leah to audit annual accounts
- Alison to handover chairperson to Leah
- Leah to handover accounts to Mollie
- Alison to handover Lotto to Tracey