

# FRIENDS OF BOSCASTLE SCHOOL

Chair: Chloe Michell. Vice-chair: Julie Potter. Secretary: Frances Edwards. Treasurer: Jeanette Pook  
 E-mail: secretary@boscastle.cornwall.sch.uk (subject: School Association)  
 Facebook: Friends of BOSCASTLE School (F.O.B.S)

## School Association Meeting - Minutes

Date – Mon 5<sup>th</sup> Nov 2018. Time – 14:45pm. Venue – School Library

		Action
1.	Meeting opened by CM at 14:45. Apologies given for meeting rearrangements and thanks give to those who have attended at short notice.	
2.	<b>Attendees:</b> Chloe Michell, Frances Edwards, Mitch Griffiths, Dayana Rees, Hazel Chiu, Sarah Costello, Polly Hughes, Morwenna Gee, Beth Foster <b>Apologies:</b> Jeanette Pook (Jeanette), Julie Potter (JP), Lisa Hinkenbottom, Debbie Griffiths, Shelley Ellis, Meg Edwards, Sam Rowe-Johnson, Carin Lindberg, Heather Keat, Laura Mead.	
3.	Minutes of the meeting held 3 <sup>rd</sup> October 2018 were read and agreed as a true and accurate account. Also available on school website, noticeboard and on private Facebook group.	
4.	<b>Finances.</b> a. School Association funds; Accounts have been reconciled and a separate bank account has now been created for School Association funds alone. High Interest Account balance - £548.03 (set aside for Valley Project) Current Account balance - £6523.25 b. Agreed expenditure. None agreed that we are aware of. c. Agreement required for expenditure. Parentkind membership - £70.00 Tea Towels – £330.60 Christmas Tree - £50.00 budget. Decided to seek possible donation/discount from local businesses before proceeding with purchase. It has been agreed that when funds need to be cleared with urgency Jeanette will email the three role barers for authorisation before proceeding. At least 2 responses needed for authorisation. d. Fundraising income/expense. Committee members were given a sneak preview of the tea-towel that the children have produced, and all were thrilled. This is set to raise around £293.40 profit with 15 left in stock for possible last-minute purchases or thank you gifts at events. Thanks given to CM for arranging this. Duck Race programme money was discussed. SC reported mostly all advertisement fees now received with just 3 left to come in. All unanimously agreed that the programme needs an overhaul this year with a team of people to support it. This will be discussed, along with possible enhancements or alternatives to the programme, at the Duck Race subcommittee to be held as early as possible next year.	Agreed Unanimous  SH
5.	<b>Fundraising</b> a. A subcommittee meeting will be held on Monday 12 <sup>th</sup> November at 15:15 in class 2 to discuss arrangements for this year's Christmas Party / Disco. Open to suggestions or ideas so please come along if you are able or get in contact with Chloe, Julie, Frances or Jeanette.	SC

	<p>b. Duck Race had been provisionally booked for Sunday 16<sup>th</sup> June 2019 but there are concerns regarding a clash with Father's day and an inset day on the Friday prior. Now looking at Sunday 30<sup>th</sup> June 2019.</p> <p>c. Details of fundraising events for the year so far;  Christmas Party – Friday 14<sup>th</sup> December 2018 at Village Hall  Chocolate Bunny Bingo - Easter (possibly 29<sup>th</sup> March 2019)  Duck Race - Sunday 16<sup>th</sup> June 2019  End of Year Party – 23<sup>rd</sup> July 2019</p> <p>d. CM put forward the idea of an adult fundraising event. It was discussed that SE would be independently organising a Burns Night in January with proceeds kindly going to the School Association. CM suggested a possible casino night in addition.</p>	
6.	Committee roles and constitution ongoing	CM
7.	<p>Any other business;</p> <p>Google Calendar to be looked at as a possible way of arranging meeting dates.</p> <p>Welcome pack for all parents to be put together including; greeting, constitution and roles. Hoping to go to all new parents in September 2019 to create more of a presence.</p>	<p>CM / MG</p> <p>CM / FE</p>
8.	<p>Next meeting to be held week commencing 14<sup>th</sup> January 2019 to be confirmed nearer the time.</p> <p>Christmas party subcommittee meeting Monday 12<sup>th</sup> November 2018</p>	
9.	Close at 15:20	