PTA AGM Meeting Minutes

Date: 23.2.2023 @ 6.30pm

Present: D.Coey, G.Corbett, S.Bailie, S.Creber, A.McGeown, S,Latif, A.George, C.Glass, L.McEllone

Apologies:

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| Item | Points Discuss |
| **1.1****Welcome****1.2****Terms of Reference****1.3****School Website****1.4****Reports****1.5****Election of PTA committee****1.6****Planning of activities for this year.** | D.Coey welcomed everyone to the meeting and thanked them for coming. Everyone agreed with the Terms of Reference outlining the role of the PTA. This will be uploaded to the school website.D.Coey informed everyone that he had created a PTA section on the school website and that this would be used to upload PTA documentation such as the Terms of Reference, minutes of meetings etc. It would also be used to celebrate the work carried out by the PTA.As it had been approximately 3 years since the last meeting due to Covid there was only an update from treasurer of current finances. S.Latif provided an update on the current balance of the PTA at just over £2000 – everyone was happy with the current balance considering the limited fundraising opportunities over the last few years.Fundraising events that have taken place since 2020 included:* Christmas Cards orders
* Go fund me page that raised £500 approximately
* Amazon purchases

The PTA did spend money on events such as:* Christmas selection boxes
* Easter eggs
* P7 leavers events

S.Creber explained that the Amazon fundraising was coming to an end in March so no more money would be raised through this avenue.C.Glass believe there was a similar programme happening and will explore this further.Nomination and election of committee:* Chairperson – Shiralee Bailie

Nominated by Ann GeorgeSeconded by Sabah Latif* Treasurer – Ann George

Nominated by Sharianne CreberSeconded by Anett McGeown* Secretary – Donall Coey

Nominated by Shrianne CreberSeconded by Ann GeorgeS.Latif agreed to work with A.George for the remainder of the year to do a handover. D.Coey suggested that the PTA focus on 2 main events this year. One before Easter and one before the Summer holidays. All Agreed.D.Coey suggested a family quiz before Easter linked in with a Easter hamper raffle and then a Summer Fair. The committee agreed.**Quiz**Quiz to take place on Thursday 30th March at 7pm in the school hall.* T.Young will be quizmaster
* Price agreed £2 per person or £10 for a family
* A tuck shop selling sweets, drinks, tea and coffee will be ran by PTA.
* Posters will be made in advance by L.McEllone

D.Coey suggested asking local businesses for donations for a raffle on the night of the quiz. S.Latif explained that this had been tried before but their had been low uptake from businesses. **Easter Hamper Raffle**The PTA agreed upon an Easter hamper raffle that will be drawn on the night of the Quiz.* Each class will be provided with a basket to fill, classes will come up with their own theme.
* Tickets will go on sale W/C 20th March. P7s will sell tickets at break and lunchtime and at 2pm and 3pm pick up times
* Posters to be designed by L.McEllone.
* Once hampers created D.Coey will advertised them on school social media platforms.

**Summer Fair**It was decided that the PTA will run a Summer Fair this in late May/early June.* Date for Summer Fair – Friday 2nd June (TBC)
* Possible stalls were discussed:

Sponge the teacherPop up frames photographsJumble SaleUniform SaleBottle StallTuck ShopBBQLucky DipTombolaBouncy Castle (x2)Face PaintingTemporary TatoosPenalty shoot outIt was agreed that a meeting would be needed to plan the Summer Fair in more detail.**Disco**A.McGeown suggested a disco in the Summer. It was agreed this would be a good event to run with the PTA providing tuck shop. D.Coey to speak to Mr Young about a date.**Garden Tidy Up**Mrs Corbett asked if there would be volunteers from the PTA to come in and help with a garden tidy up in the coming weeks on a Friday.A.George said she should be available.S.Bailie said her husband, Pete, would be availale.S.Bailie asked about the uniforms and brick and brac items that were in the mobile for a pop up shop prior to Covid.D.Coey explained that the mobiles had suffered a lot of damage and have been condemned by the EA and no staff were allowed in them and he would ask R.Fisher about the items and feedback.L.McEllone offerered to ask a relative to create an online shop to sell uniforms etc. All agreed this was a good avenue to explore.**Next meeting agreed for Tuesday 18th April @ 6.30pm.****The meeting concluded at 8.30pm.** |
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| Actions to be taken and by whom: |
| * C.Glass to find out about similar fundraising methods like the Amazon link.
* D.Coey to ask R.Fisher about polystyrene cups that the PTA had before Covid.
* S.Bailie to buy stock for the tuck shop at quiz.
* L.McEllone to make posters for the quiz and hamper raffle.
* D.Coey to explain hampers to staff and ask staff to start collecting from the 27th February.
* Once hampers have been completed D.Coey to advertise on them social media and ask P7s to sell tickets.
* Volunteers needed to make up hampers.
* D.Coey to confirm date for Summer Fair with Mr Young.
* S.Bailie/S.Latif to find out about bouncy castles for Summer Fair.
* S.Bailie to ask relative about face painting
* D.Coey to speak to Mr Young about a disco.
* D.Coey to ask R.Fisher about uniforms etc in school mobile.
* L.McEllone to explore online shop.
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