

Session 2014 - 2015

Minutes of meeting held on 2nd December 2014

Welcome: **The meeting opened at 7.10pm**

Sererunt: Michael Stuart (MS), Lisa Duncan (LD), Anne Bateman (AB), Stacey Collier West (SCW), Louise Simpson (LS), Catriona Currie (CC), Jonathan Balloch (JB), Helen Hunter (HH), Sian Livingston (SL)

Apologies: Amy Proudfoot (AP), Sara Louise Johnson (SLJ), Alison Drackford (AD), Gordon Lawless (GL), Fiona Trotter (FT)

Next Meeting: **6th January 2015 @ 7pm**

Minutes of Last Meeting: 4th November 2014

Matters arising and New Matters

DRAFT

Welcome

JB welcomed everyone to the meeting.

Minutes of Last Meeting

Minutes of meeting dated 4th November 2014 were accepted – Proposed by JB Seconded by LD

Financial Overview (AD)

AD not present & report will be presented at next meeting

LD will advise on monies raised under Christmas Fayre Review.

Activities

Christmas Fayre Review

LD advised that the Christmas Fayre made around £2102.50 profit consisting in part of the following - £390 on the doors, £317 hamper raffle, £250 on tombola. LD will collate this information & issue to members in due course.

LD advised that the home baking stall was not very well stocked this year. PTA could possibly utilise paper plates in bag drop to publicise that people can donate cakes etc to the Fayre – a way of involving the children in the donation system & may boost the stock at future event.

AB expressed her gratitude & thanks for all the hard work by members of the PTA, staff & P6/P7 helpers in the run up & on the actual day of the Christmas Fayre – this proved to be a successful event & could not be done without assistance from many people – thank you.

LD advised that a closer eye should be kept on floats at next year's Fayre – slight discrepancies in takings – possibly used on other stalls.

It was agreed that the timing of the Fayre just after the Parents Evening's was positive & should be repeated next year.

Photographer

HH advised that £260 was raised from this event – this is down on last year – PTA should perhaps schedule 2 sittings over alternate weekends & allocate more time based on number of family members being photographed.

Timings at the latest event ran over due to a very large family being photographed under the 1 booking!

Paperwork for next photography session should be looked at & amended to request party numbers & therefore allocate appropriate time slot for size of party – this should be discussed with photographer prior to the event to ensure that it runs more smoothly.

Complaint received re. Quality of photographer/time etc – HH has sent a great e mail response & understand that the photographer has given the family another sitting at his studio.

Cards & Mugs

CC advised that cards & mugs raised around £1190

CC advised that request for late orders only generated 3 requests & CC will deal with these accordingly.

Future Activities

Christmas Disco 12th December 2014

HH - Bag drop/permission slips will be out this week

LD – tuck shop appears ok – will have a quick look in the PTA cupboards.

LD – more brainlickers – 190 sold at last disco!

Facebook notice required – helper request

LD – tattoo stock is ok

GL can help out at 1st disco only

Raffle Ticket Sales – COOP & Howgate

HH, MS & LS sold raffle tickets at the COOP on 29/11/14 between 10 – 2pm – approx £150 was raised

Howgate sales to take place on Thursday 4th December 2014 between 5 – 8pm – as many people/PTA members to help out here please.

GL will be at Howgate event

Raffle will be drawn on 9th December 2014 at around 2-2.30pm in school after Nativity.

3 Kings Night

Ticket sales to be discussed & promoted further

Future Disco dates

To be discussed at January meeting

Blue Bags

MS to look at potential new company www.rags2riches4schools.co.uk as they pay around 65p/kilo instead of the standard 50p/kilo

MS to contact existing company to check weight/cheque received for last uplift.

New dates to be agreed at January meeting.

Newsletter

HH has partially prepared this – should hopefully be issued prior to Christmas break once all fundraising totals have been collated.

Social Convenor

Nothing to report – lets all up to date

School Update

AB – on track to raise money for sound system – fantastic – system around £6100 & school should be able to recover VAT on this purchase.

Correspondence

None

AOCB

HH advised 2 dates for bag packing at Sainsbury's Linlithgow – 30th May 2015 & 5th December 2015

Date of next meeting to be **6th January 2015 @ 7pm**

Meeting Closed at 7.45pm

Prepared MS 4.12.14