

PTA FUNdraising

MILE END PTA

Meeting held Wednesday 23rd January 2013
Staff Room, Mile End School

Minutes of Meeting

Attendees:

Mile End School Valerie Kydd (VK), Elaine Sykes (EIS), Liam Strachan (LSt), Laura Dring (LD)

PTA

Present: Patty Irvine (PI-Interim Co-Chair), Irene Gray (IG,Secretary/interim co-chair),Margaret Ogilvie, Audrey Nicol, Louise Bonner, Carol Ford (part-time)

Apologies: Karen Affleck, Jen Scott

1.	Welcome by co-chairs	Action
	<p>Patty opened the meeting and welcomed Louise who was attending as a class rep for P2 ASN.</p> <p>The class reps had been asked to come along to this meeting so it could be explained that the PTA had very few members, especially any able to take on office bearer roles. It was felt that the class reps could perhaps circulate this to classes to stir up some interest</p> <p>Patty and Irene reported to the group that they would act as interim co-chairs until the AGM later in the year.</p> <p>There was a brief overview of the function of the PTA and Patty and Irene showed some 'job descriptions' of office bearer roles they had drawn up.</p>	
2	Finance report	
	<p>It was reported to the group that the treasurer had resigned in December 2012 with immediate effect. Consequently the treasurer's report was skipped. Patty advised the group that she was working on an updated report.</p>	
3	Website update /group photo	
	<p>Carol took a photo of the PTA group for posting on the new PTA website.</p>	
4.	Provisional lets 2013/14	
	<p>Lets for next year were discussed and the following will be applied for:</p> <p>Meetings 20th/27th March (whichever not parents night),17th April,22ndMay,19th June 28th August.</p> <p>Still to be fixed: Sept AGM (with PC),Nov/Dec meeting dates.</p>	

	<p>Events: Quiz night 22nd March, Early years fundraiser 27th April, Picnic 30th May Ceilidh 6th Sept, Disco 1st Nov, Photo sessions 8th/9th Nov, Carol service 12th Dec</p>	
5.	Review of events	
	<p>Christmas shopping night It was disappointing that only 40 tickets were sold which was a shame as there were a good range of stalls this year. Elaine felt that this was a lot of work for that number of attendees. It is probable that this event will not be repeated this year. There was some discussion about perhaps incorporating this into the 'community day' held in December by the Midsocket Community Council. Elaine said she was happy to forward details of stall holders to anyone willing to organise this.</p> <p>Family Photographer 50 families attended for photo sessions. This seems like a good straightforward fundraiser. Irene to check if we can book a similar weekend this year.</p> <p>Christmas cards These seemed popular and made >£600. Well done to Jen Scott for organising these.</p> <p>Microscooters This had been organised at the last minute and perhaps were not advertised very widely. Only around £30 was raised. This should be organised sooner and advertised as widely as possible this year.</p>	
6.	Future events	
	<p>Note: We have copies of event templates which were used previously. These should be adhered to and will help ensure the smooth running of events.</p> <p>Possible cinema event This could be held on a Friday evening or Saturday morning (to be reviewed in February- may be shelved till nearer Christmas)</p> <p>Beetle drive 22/02/13 Children do all of the organisation. PTA just need to supply 3 or 4 helpers on the night.</p> <p>Quiz night Patty will organise the event (including applying for a licence) A number of helpers will be required. Irene to email all volunteers on list.</p> <p>Early years fundraiser Need input from the nursery/P1-3. Val to ask Janet McRobert to circulate a plea for helpers.</p> <p>Picnic Irene to contact all people on the 'volunteers' list. A sub-committee should be formed. If possible we could do a 'bag-drop' informing parents that this is a new committee and the event can't run without extra helpers.</p>	
7.	Recruiting new members	
	<p>There was some discussion about holding a daytime coffee morning. Some parents find it difficult to come to evening meetings so this might be a way of encouraging some new members to come to a daytime meeting.</p> <p>Another idea might be to have a stall at parent's evenings or attend nursery/P1 induction evenings (and possibly have tickets for the next event on sale).</p>	