

**Dunnottar School PTA AGM
Wednesday 18 January 2017
7pm, Dunnottar School**

Present: Caroline Duncan, Rachel Frame, Claire Will, Alyson Thomson, Nicola Martin, Jean Scott, Hayley Cameron, Pam Jones

Apologies: Sandra Campbell, Verity Jordan, Nicky Brady

Point		Action
1.	<p>Welcome and Apologies</p> <p>Claire welcomed everyone to the meeting and apologies were noted as above.</p>	
2.	<p>Minutes of Last Meeting / Matters Arising</p> <p>Minutes agreed. Claire Will was reimbursed for expenses.</p>	
3.	<p>Treasurer's Report</p> <p>The bank balance currently stands at £2164.39.</p> <p>The PTA Photography session raised £210.</p> <p>The Christmas Coffee Morning took £1976.90 and made a profit of £1455.24.</p> <p>Mrs Stewart's daughter still to audit accounts for 2105/2016. Caroline Duncan to ask Mrs Stewart.</p>	VJ, CD
4.	<p>Fundraising</p> <p>4.1. PTA Photography Session Feedback</p> <p>The event had 21 slots booked (making a profit of £210). This was down on last year's total (£310) – a few people had mentioned that their children didn't look significantly different from the previous year!</p> <p>There was a brief discussion on whether to hold the event annually as uptake had declined to less than half of that in the first year. Everyone agreed that it wasn't too difficult to organise, but we may consider an alternative photographer/props etc.</p> <p>4.2. Christmas Coffee Morning Feedback</p> <p>The Christmas Coffee Morning raised more than £200 more than 2015 – it was agreed that the House Hamper Raffle was largely responsible for the increase.</p> <p>The event was really busy with people arriving early for the choir and staying for the duration of the event.</p> <p>Feedback from St Bridget's – chairs stacked more than 8 high,</p>	

	<p>water heater left on, tables not stowed in correct order. A suggestion was made to take photos beforehand to help put everything back in place.</p> <p>4.3. Valentine Tuck Shop</p> <p>The tuck shop has been arranged for Wednesday 8 February (last day before ½ term).</p> <p>Alyson Thomson, Pam Jones, Nicola Martin and Rachel Frame will man the tuck shop.</p> <p>Any remaining goodies will be bagged and for sale by donation later in the afternoon. Rachel to check stock of bags.</p> <p>A healthy eating tuck shop theme was suggested – e.g. banana bread, carrot cake, flapjack, blueberry muffin</p> <p>Rachel to write letter to go out via email/Xpressions app on Wednesday 1 February and reminder on Monday 6 February.</p> <p>4.4. Easter Disco</p> <p>Thursday 30 March (alternate date: Thursday 23 March) was proposed as the preferred date for the disco. Rachel to email St Bridget’s Hall to check availability as the last was very crowded.</p> <p>Lisa Williams and Caroline Duncan will be present. We will probably require 12+ helpers to run the event – Rachel to create a Doodle poll to recruit volunteers.</p> <p>Nicola Martin to bring her speaker as it worked well at the Christmas Coffee morning. P7 to manage the music playlists – Caroline Duncan to organise permissions.</p> <p>Need to organise water jugs and cups at St Bridget’s as there is no water fountain.</p> <p>Claire Will to buy Haribo and Capri Sun for 210, and prizes for the discos. Caroline Duncan to ask Lisa Williams how many are required.</p> <p>4.5. Spring Fayre</p> <p>Alyson Thomson the confirmed date for the Spring Fayre (Saturday 20 May) with Alison Thomson (Carronhill).</p> <p>Mill o’ Forest School are holding their fayre on 27 May so there is no direct clash.</p> <p>Leisurelend have quoted a price of £200 to provide the body zorb</p>	<p>AT, PJ NM, RF</p> <p>RF</p> <p>RF</p> <p>RF</p> <p>RF</p> <p>LW, CD RF</p> <p>NM CD</p> <p>CW, CD, LW</p>
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<p>entertainment for the duration of the event. Rachel to confirm the booking and double check the number of zorbs available.</p>	<p>RF</p>
<p>Stonehaven Lions have offered to run the BBQ again. Nicola to liaise with Warwick Sanderson regarding the supply of burgers and sausages. Last year's BBQ was supplied by McHardy's - 200 burgers and sausages for £150.</p>	<p>NM</p>
<p>Alyson to speak to Gail Young re the hire of the bouncy castle/access arrangements.</p>	<p>AT</p>
<p>Claire will to bring her new gazebo for covering the seating area. Nicola to request 3 stalls from the Lions.</p>	<p>CW, NM</p>
<p>Claire to ask her dad to attend the event as a first aider. Last year's demonstrations with the Resusci-Anne were popular.</p>	<p>CW</p>
<p>Rachel to contact Mearns FM to see if they are free to comperre the event/play music.</p>	<p>RF</p>
<p>Suggested stalls/entertainment:</p> <ul style="list-style-type: none"> • body zorbs • bouncy castle • lollipop lucky dip • guess my name dog • guess my birthday bear • hoopla • hook a duck • disc drop • play your cards right • pop-up shop stall • face paint • book browse 	
<p>Rachel to purchase prizes for lucky dips, 'house' bears for hoopla from Baker Ross.</p>	<p>RF</p>
<p>RNLI – Pam to contact to see if Stormy Stan and a stall are available.</p>	<p>PJ</p>
<p>Fire – Rachel to contact fire service to see if they can attend.</p>	<p>RF</p>
<p>4.6. Water Bottles</p>	
<p>Nicola Martin to try to source a manufacturer which can fulfil the following criteria:</p> <ul style="list-style-type: none"> • different lids for each house (red, green, blue, yellow) • possibility of name personalisation in addition to logo/artwork • priced to retail at £5 	<p>NM</p>

5.	AOCB Caroline Duncan forwarded information on a 'Bonus Ball' scheme for consideration. Possibility of signing people up on the day of the Spring Fayre.	
6.	Date of Next Meeting Wednesday 22 February 2017 at 7pm at Dunnottar School.	