

**Dunnottar School PTA AGM  
Wednesday 20 January 2016  
7pm, Dunnottar School**

**Present:** Caroline Duncan, Sarah Kelly, Rachel Frame, Julia Morton, Sandra Campbell, Claire Will, Alyson Thomson, Nicola Martin, Jean Scott, Verity Jordan, Hayley Cameron

**Apologies:** Kirsteen Hall, Lisa MacAulay, Krystal Young, Karen Sim

<b>Point</b>		<b>Action</b>
<b>1.</b>	<p><b>Welcome and Apologies</b></p> <p>Claire welcomed everyone to the meeting and apologies were noted as above.</p>	
<b>2.</b>	<p><b>Minutes of Last Meeting / Matters Arising</b></p> <p>None.</p>	
<b>3.</b>	<p><b>Treasurer's Report</b></p> <p>The bank balance currently stands at £4765.88.</p> <p>The PTA Photography session raised £310.</p> <p>The Christmas Coffee Morning raised a provisional £1209.23 (hall hire costs still remain to be invoiced).</p> <p>Next EasyFundraising quarterly payment (1 October to 31 December 2015) is due at the end of February.</p> <p>A £40 donation was made to the nursery in lieu of attending the Halloween Disco.</p> <p>The PTA have reimbursed Mrs Hunter £49.99 for the cost of Santa suit she purchased.</p> <p>£360 was reimbursed to the school for the cost of last year's reusable bags.</p> <p>Christmas crackers were purchased for the school Christmas lunch at a cost of £34.</p> <p>Each class (including nursery) was provided with £50 for Christmas craft materials (a total of £500).</p> <p>Total outgoings since November 2015 meeting - £983.99</p>	<b>VJ</b>
<b>4.</b>	<p><b>Fundraising</b></p> <p><b>4.1. PTA Photography Session Feedback</b></p> <p>The event was a success with 31 slots booked (£310). This was down on last year's total (£500) – a few people had mentioned that</p>	

	<p>their children didn't look significantly different from the previous year!</p> <p>Penny Black is keen to hold the event again as a 1-day session. Nicola Martin to get back to Penny with Sunday 6 November 2016 as the proposed date.</p> <p><b>4.2. Christmas Coffee Morning Feedback</b></p> <p>The Christmas Coffee Morning raised a provisional £1209.23 (hall hire costs still remain to be invoiced). Last year's event made a profit of £747.66 – it was agreed that the House Hamper Raffle was largely responsible for the increase.</p> <p>£500 was taken on the door. The Santa Grotto whilst busy still had several selection boxes remaining (these were sold at the end of the event). For next time perhaps we need to reduce the number of boxes from 160.</p> <p><b>4.3. Valentine Tuck Shop</b></p> <p>The tuck shop has been arranged for Wednesday 10 February (last day before ½ term).</p> <p>Julia Morton, Verity Jordan and Rachel Frame will man the tuck shop.</p> <p>The morning nursery will visit the tuck shop to choose their own treats and a selection will be set aside for afternoon nursery.</p> <p>Any remaining goodies will be bagged and for sale by donation later in the afternoon.</p> <p>Rachel to write letter to go out on Wednesday 3 February and reminder on Monday 8 February.</p> <p><b>4.4. Spring Fayre</b></p> <p>Carronhill to join with Dunnottar for their annual Spring Fayre at the Carronhill site – the proposed date is Saturday 28 May.</p> <p>Claire to check when Mill o' Forest School are holding their fayre as there was a clash last year which limited the availability of external help at the event.</p> <p>Claire to also check with Scouts to see if anyone holds a current certificate for supervising the climbing wall.</p>	<p><b>NM</b></p> <p><b>JM, VJ, RF</b></p> <p><b>RF</b></p> <p><b>CW</b></p> <p><b>CW</b></p>
<p><b>5.</b></p>	<p><b>Head Teacher's Wish List</b></p> <p>Caroline Duncan detailed the wish list as follows:</p> <ul style="list-style-type: none"> <li>• Ollie the Otter costume .....£290</li> </ul>	

	<ul style="list-style-type: none"> <li>• Infant reading books – fiction and non-fiction...£1000 (approx)</li> <li>• Apple TV – cabling connects iPads to smartboards, and allows for quick sharing of photos and webpages with the class.....£100 x 3</li> <li>• 3 mini iPads (Apple TV compatible).....£300 x 3</li> <li>• PE equipment - new benches and mats were recommended at last inspection. Costs were not discussed at this stage.</li> </ul> <p style="text-align: right;"><b>Total   £2490 (approx)</b></p> <p>The committee agreed to the first 4 items on the list at this time. The school will source and purchase the items using the school account. The PTA will reimburse the above costs once the suppliers have invoiced the school.</p> <p>The PTA donations will be acknowledged via Twitter, school website and newsletter.</p>	<p style="text-align: center;"><b>CD</b></p> <p style="text-align: center;"><b>CD</b></p>
<b>6.</b>	<p><b>AOCB</b></p> <p>None.</p>	
<b>7.</b>	<p><b>Date of Next Meeting</b></p> <p>Wednesday 9 March 2016 at 7pm at Dunnottar School.</p>	