

## Minutes of the FOSS AGM held on Tuesday 21<sup>st</sup> September 2010

- 1. Present:** Sarah Erlebach (co-Chair), Philippa Lythgoe (co-Chair), Lynne Morris, Julie Latham, Laura Scott, Rebecca Powell, Diane Culkin, Elsa Smith, Sam Black, Victoria Hazelhurst, James Goudie, Sharon Foreman, Janine Lowes

**Apologies:** received from Julie Bell, Jane Przyborski, Christina Rees, Becky Ashby, Yvonne Collingham, Christine Wharburton, Lisa Cunliffe, Sarah McGuiggan, Ronnie Gilboy

- 2. Minutes from the last meeting**

The minutes were approved and there were no matters arising.

- 3.** Philippa thanked everyone for coming; especially to people attending for the first time. She outlined the purpose of the meeting which was to have the AGM, a general discussion about forthcoming events and to check on committee elections.

- 4. Chair's Report**

Sarah reported that it has been another successful and fun year for FOSS and has included a range of different activities combining fundraising and socialising; one highlight being the Summer Fair. She explained that as an organisation we exist to fundraise and support the school and our children's education in line with their aims and ethos and to provide social events to build and maintain good relationships between parents, pupils, staff and the local community.

Sarah thanked James for all his work on the accounts and everybody involved during the year. She also thanked Mrs Lowes and the school for their support. She thanked Philippa for her fantastic work over the last year

- 5. Donations Made**

This year the following donations have been made: Tyre play equipment, Christmas presents/crackers for all children, Freddy Fit day, 2 M&M Theatre productions, Skipping activity day, £100 per class towards school trips, Refreshments for sports day, Donation to Y6 leavers party.

- 6. FOSS Organised or Supported Events**

**Fundraising Events**

Fun run, termly discos, Christmas Fair/Calendars, Nativity Photos, 100 square, Coffee afternoons, Easter egg sales, Bags 2 school (clothing collection), Yellow Moon catalogue/Northbrook giftwrap, World Cup competitions, Canvas bag, Summer Fair.

The FOSS website now has a link giving the school 5% commission when people shop at Amazon.

**Support Of School Events**

Book Fair, New starters parents evening, Maths evening refreshments, "Let's entertain you" refreshments, School play refreshments, Sports day refreshments.

- 7. Treasurers Report**

See attached Financial Summary

Our aim is to spend the money we raise to be compliant with charity regulations and to that end we asked Mrs Lowes what she would like the money to be spent on.

It was noted that the Bags 2 School made a lot of money last year, as did the Christmas Fair.

- 8. School Representatives Report**

Mrs Lowes thanked FOSS on behalf of the staff and pupils for the contributions made to the school over the last year, saying that it is greatly valued and appreciated.

She sees the main roles of FOSS being fundraising, friendship and fun.

She also thanked the FOSS committee for taking on board the necessary health and safety regulations.

- 9.** The previous reports were accepted and approved.

## 10. Committee Positions

Thanks were expressed to Sarah Erlebach who steps down as Co-Chair. Sarah will take on the role of Vice-Chair. Carol Connor has also stepped down as a committee member.

### New positions are as follows:

Co-Chair: Philippa Lythgoe and Becca Powell  
Vice-Chair: Sarah Erlebach  
Treasurer: James Goudie  
Secretary: Jane Przyborski  
Ordinary Committee Members: Janine Lowes, Lynne Morris, Julie Latham, Diane Culkin, Louise Stewart, Sam Black, Victoria Hazelhurst, Elsa Smith, Laura Scott, Becky Ashby

## 11. Date Of Next Meeting

Date of next AGM, September next year.

A planning meeting for the Christmas Fair to be held on Wednesday 13<sup>th</sup> October, 8pm in the Avenue.

## 12. Any Other Business

- a. Mrs Lowes will be adding a question about FOSS onto the school questionnaire, as more feedback from parents and children would be appreciated. Mrs Lowes also suggested that FOSS could talk to the school council once they have been elected.
- b. It was suggested that it would be good to have a supporters' list of people willing to help at FOSS events. Other suggestions were giving helpers more notice of events and getting up front commitment. **Action: Philippa Lythgoe**
- c. Provisional date for the Fun Run was set for Saturday 16<sup>th</sup> October at 2pm. Fun Run to be extended by adding more races. Sarah to ask Christine Warburton if she is happy to run it again.
- d. Christmas Fair date set for Saturday 4<sup>th</sup> December
- e. Next disco date Friday 12<sup>th</sup> November, Infants 6-7pm Juniors 7.15-8.30pm. Sarah to book Nikki.
- f. Going ahead with: Bags 2 school, Yellow Moon, Northbrook, Calendars
- g. Lynne to ask Jane King if she is willing to do the calendars again and to organise over next couple of weeks.
- h. Ronnie Gilboy is happy to continue with Northbrook, needs to hand over for next year.
- i. Vote carried to do Christmas puddings again, Lynne Morris and Laura Scott to organise.
- j. School recipe booklet discussed; Julie Latham to investigate. Suggested to be ready for Easter rather than Christmas so as not to clash with the Calendars.
- k. FOSS committee members need to have CRB checks and Julie Latham and Lynne Morris to do Food Hygiene course online (also anyone else interested).
- l. FOSS Christmas night out suggested, all non-FOSS parents welcome, put suggestion in newsletter. **Action: Philippa Lythgoe**
- m. Presents for Christmas Parties, 13,14,15<sup>th</sup> December, Year Reps to wrap, any help appreciated. Diane to ask Christina Rees if she is happy to buy the presents again this year.
- n. Mrs Lowes requested that FOSS pay for the Christmas play on the afternoon of 22<sup>nd</sup> November

Philippa closed the meeting and thanked everyone for attending and showing support.