

FOA Annual General Meeting and Meet & Greet Stars Meeting Notes

Date: Thursday, 9th December 2023

Time: 7:30 – 8:30 pm

Location: The Embankment

Note taker: Steph Hicks-Jones

Attendees:

Katie Williams (Chair), Cindy Michael (Treasurer), Steph Hicks-Jones (Committee Member), Melissa Long; Eilidh Duff, Tiffany, Carly (via video call), Katie Lamb (Secretary) (via video call), Nicola May (via video call), Caroline McBriar (via video call)

Apologies for Non-Attendance:

Mrs. Clewley (Head Teacher), Tammy Geden, Chloe Eagle

Agenda:

1. Chair's Welcome and Introduction (Katie W):

- Thank you for attending and apologies for those unable to make it.
- Katie provided an overview of her role as the Chair and outlined the functions of the FOA committee for the school. And explained that both Tammy Geden has resigned from the committee after 6 years, and Chloe Eagle has resigned from the committee due to other obligations. We thank them for their service.
- Highlighted past events organised by FOA and discussed future plans.
- Introduced the school lottery and easyfundraising initiatives.
- Shared information about FOA's Facebook page and how it is utilised.

2. Treasurer's Report (Cindy):

- Cindy presented the Treasurer's report, sharing a detailed spreadsheet of the organisation's finances.
- Our total income increased by 9% over the prior year. Our Funding to the school was £8,884 which was a 425% increase from the previous year – this included funding the Rainbow Murals, the Christmas panto, Christmas tree and selection boxes and the poet who came to the school, Andy Tooze.
- Our closing bank balance on 1st September 2023 was £15,151 and discussed a loss of approximately (£2K) due to substantial expenditure on school murals.
- Mentioned investments in marketing tools such as banners, T-shirts, and pens.
- Recognised the profitability of fairs and raffles, crediting the support of Stars and staff.

- Acknowledged the success of recent events post-lockdown, including the first disco and bingo night events.
- Highlighted the submission of £630 of Gift Aid this year to collect for the past 3 years of donations.
- Cindy mentioned the need for financial policies to be updated and will prepare the policies for the next regular committee meeting

3. **Getting Involved (Katie W):**

- Katie W encouraged attendees to get involved by joining the committee or becoming FOA Stars.
- Emphasised that any amount of time contributed would be highly appreciated.
- Noted that even small contributions, such as baking a cake or helping with event cleanup, make a significant impact.
- Open invitation for participation, recognising the importance of collective effort.

4. **Time to Vote - Committee Election:**

- Katie W explained that as there are currently 5 members, we require 10 votes to be elected or re-elected to the committee. Members voted for the committee roles.
- Unanimous agreement for the following re-elections:
 - Katie W as Chair
 - Cindy M as Treasurer
 - Katie L as Secretary
 - Steph as Committee Member
 - Carly as Committee Member
- Warm welcome to Melissa as a new Committee Member.
- Jemma, Tiffany, Ali & Gabriella welcomed as new FOA Stars.

Special Thanks:

- A heartfelt thank you to Harvy and his team for graciously hosting this event at The Embankment.

Closing Remarks: Thank you to all attendees for their involvement, and a special appreciation for those who contribute to the FOA's initiatives. Looking forward to continued support and engagement from the school community.