

## FRIENDS OF MANBY LODGE ANNUAL GENERAL MEETING

02 October 2015

Attendees: Jessica Moody - Co chair (JM), Marianne Baxter - Co Chair (MB), Amanda Tomlinson -Vice Chair (AT), Anna Sen- Treasurer (AS), Helen Waddington- Secretary (HW), Antonia Reynoldson (TR), Lorna Kirk (LK), Mrs T Creasey, Mrs S Mullarkey

Sarah Cooper, Emma Bird, Tim Willoughby, Daniel Biglawski, Anna Taylor, Avelina Moral, Collette Carvalho, Jo Camacho, Helen Hunt, Sarah Barter, Annelie Small, Emma Sefton, Robyn Knight, Celeste Murad, Rachel Jefferies, Rebecca Santos, Mariann Grolmusz, Laura Blanchard, Foteini Pateraki, Sarah Hempenstall, Louise Bernau, Samantha Lock, Kate Currie, Lucie Millar, Nilhan Onal, Bernadette Jordan, Kate McNab, Olive Leach,

Apologies:

### Agenda Items:

### Discussion / Action:

Welcome

JM and MB welcomed new members and introduced the function and aims of FoML. Main goals of the committee is to enhance the school life of the children, through fundraising for equipment, and arranging events that enrich the children's school experience.

Swearing in of New Committee Members

New Committee members sworn in by show of hands by those in agreement.

Marianne Baxter - Co Chair  
Amanda Tomlinson- Vice Chair  
Anna Sen- Treasurer  
Helen Waddington- Secretary

Schedule of Events

JM detailed fundraising events organised by FoML through the year, including the summer and Christmas fairs, school discos and summer ball.

Next scheduled event: Pumpkin Parade.

Children invited to bring in carved pumpkin. Write their name in permanent marker underneath.

FoML to collect pumpkins under the shelter at school drop off on Thursday 22<sup>nd</sup> October and collect £1 for each pumpkin.

FoML will arrange pumpkins in the trim trail with LED tea lights, plus return to shelter before pick up.

Mrs Creasey to judge the pumpkins and announce 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> place winners during school assembly and give prizes.

Class Reps	Class reps yet to be appointed in Reception classes. Any volunteers encouraged to put themselves forward at the forthcoming class coffee mornings. Role of the class reps clarified, as a liaison between the teaching staff, FoML and parents. Involves sending group messages by email, and organising class volunteers for activities such as cake bakes, organising end of term teacher gifts etc..
Financial Update and Report	<p>Presented by treasurer Anna Sen. Fundraising total last year stated as £11,492 (subject to confirmation). The highest amounts were raised at the Christmas and Summer fairs, class cake bakes and the Summer Ball. Other less high yielding events such as the sponsored bounce and school discos were enjoyed by the children and helped to enhance the friendly atmosphere at the school.</p> <p>Our spending last year included upgrades to the ITC suite, and Junior Outreach benches for the playground, and the enrichment fund.</p> <p>Full Financial Commentary and reports available on request, and to be published via school website.</p>
Fundraising targets	<p>MB introduced fundraising totaliser for this year. Target for the school year set at £13,000 and progress will be updated periodically. Totalisers will be displayed in noticeboards throughout the school.</p> <p>Mrs Mullarkey showed pictures of the outdoor canopies which we are aiming to buy through FoML fundraising this year.</p>
Cake Bakes	Profits to be split 50/50 between FoML and the class organising. Class teacher will receive money directly to spend as they wish. First cake bake happening today (02/10/15)
Tote Bags	Class tote bags are being arranged, with all children contributing pictures of themselves to be included on the bags. Bags will be available to purchase later on this term.
Winter Wonderland	JM detailed plans for Christmas fair this year. A larger capacity outdoor event is planned, with German style market stalls, food and drink, Santa's grotto, story trail and live reindeers. A planning meeting for the "Winter Wonderland" is scheduled for Thursday 22 <sup>nd</sup> October, 8pm. Any members who would like to contribute are encouraged to attend.
Any Other Business	JM appealed to members for ideas/ help with finding a face painter for upcoming events.
Next Meetings:	Christmas Fair meeting Thursday 22 <sup>nd</sup> October, 8pm, The Ship Hotel next FoML meeting Friday 6th November, 9am, school hall.