

FONM Meeting Minutes

20th September, 2018

Kirsty Ray (KR) Anna Henry (AH) David Johnson (DJ) Stella Caldwell (SC) Cara Wilkens (CW) Tanja Chatrath (TC) Harriet Feldman (HF) Leanne Douglas (LD)

Event	Date
Disco	23rd November, 2018 3.30- 5pm
Breakfast morning	30 th November, 8-8.45am
Games night, mulled wine and mince pies	To confirm for Spring term (too many events this term)
Christmas movie night	10 th December 3.30-5 pm
Santa delivering presents, snow machine and inflatables	19 th December

- 1) Disco :KR waiting to hear from Cherelle about hall booking to confirm the date. Entry costs were decided to be £2 and set a cap on maximum of £5 per family. Snacks will be available for purchase and squash at a small cost. AH and CW to have a face painting stations for small designs.
Action: KR to speak to school to confirm date is OK.
Action: KR to buy glow products
Action: AH and LD to go to cash & carry for snacks and plates etc.
Action: SC to organise posters, asking her partner Russell to make them.
Action: KR to ask Lucy if it's Ok to use kitchen for drinks and snacks.
Action: AH to organise face paints
Action: DJ to ask staff for help and organise a parent sign-up sheet
Action: KR to organise playlist for music.
- 2) FONM currently have approx. £2,500 but most has been allocated to Creation theatre tickets for years 5&6, pantomime for rest of school, leavers' jumper contribution and school calendar contribution. We will need to keep approx. £500 to organise future events. Funds are low so we will need to focus on raising more this year.
Action: KR, AH and TF to confirm costs.
- 3) Breakfast morning: CW to manage organisation of this event.
Action: CW to speak to Ann Beddoe re. logistics
Action: AH to carry out cupboard inventory and add any items to cash & carry list
- 4) Movie night: This is a simple event to organise, DJ pointed out that there will be a staff meeting on this night but parents can co-ordinate and TA's may be available to help. It was decided that it would be nice to sell hot chocolate, popcorn and squash, mulled wine and nice coffee for the parents. Ticket price £1 per child and will include popcorn. Drinks to be charged separately.
Action: KR to organise a quick meeting nearer the time to organise this

Action: KR to get this advertised in assembly and on newsletters.

- 5) Communication: FONM currently use Facebook as main forum for communication. Parentmail is used but obviously needs to be thought about to avoid bombarding parents. We will also use the main noticeboard outside Year 3 classrooms and word of mouth to gain support and advertise events.

Action: SC to compose a newsletter outlining what a PTA is, who FONM are, what we spend the money on, latest events and how people can help.

Action: KR to send dates and info to the office for the school newsletter.