

St Joseph's College PTFA
Minutes of meeting held on 13th June 2016 @ 7pm

1	Present	Heather Sproston, Pina Stone, Dominic McKenna, Tracey Middleton, Keli Shipley, Doreen English, Margaret Sherratt, Julie Dudley																																												
2	Apologies	Marie Morris, Beth Wilson , Kasia Watts, Jill Allbutts, , Harry & Janet McCauley, Kate Brown, Simon Pover, Julia Evans, Tammy Walker, Charles Irvine, Brian Wilson, Helen Butters,																																												
3	Minutes of previous meeting	The minutes of 9 th May 2016 were accepted as a true record																																												
4	Matters arising thereof	None																																												
5	Treasurer's Report	<p style="text-align: center;"><u>ST JOSEPHS COLLEGE PARENTS TEACHERS & FRIENDS ASSOSSIATION</u> <u>TREASURERS REPORT 13TH JUNE 2016</u></p> <p>Bank Balance 1st JUNE 2016 £ 20836.63 Cash In Hand 1st JUNE 2016 £ 00.00</p> <p><u>MAY BALL</u></p> <table border="1"> <thead> <tr> <th style="text-align: center;">INCOME</th> <th style="text-align: center;">AMOUNT</th> <th style="text-align: center;">EXPENDITURE</th> <th style="text-align: center;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>TICKETS</td> <td style="text-align: right;">2100.00</td> <td>SUNDRY</td> <td style="text-align: right;">407.41</td> </tr> <tr> <td>GAME</td> <td style="text-align: right;">328.60</td> <td>BAND</td> <td style="text-align: right;">400</td> </tr> <tr> <td>RAFFLE</td> <td style="text-align: right;">307.00</td> <td>CATERERS</td> <td style="text-align: right;">244.93</td> </tr> <tr> <td>DONATION</td> <td style="text-align: right;">39.69</td> <td>DRINKS</td> <td style="text-align: right;">144</td> </tr> <tr> <td>FLOWERS</td> <td style="text-align: right;">45.50</td> <td>VENUE DRESSING</td> <td style="text-align: right;">30</td> </tr> <tr> <td>MATCH FUNDING*</td> <td style="text-align: right;">980.00</td> <td>PTFA GIFT</td> <td style="text-align: right;">25</td> </tr> <tr> <td></td> <td></td> <td>CHOCOLATE</td> <td style="text-align: right;">60</td> </tr> <tr> <td></td> <td style="text-align: right;">3800.79</td> <td></td> <td style="text-align: right;">1311.34</td> </tr> <tr> <td></td> <td style="text-align: right;">1311.34</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">2489.45</td> <td></td> <td></td> </tr> </tbody> </table> <p>The meeting was informed that there is stilling an outstanding amount owed from the May Ball £119.00 for the hire of the tablecloths. Invoice was received late. Unlikely to receive anything from the Photographer as he has not sold enough to cover his costs.</p>	INCOME	AMOUNT	EXPENDITURE	AMOUNT	TICKETS	2100.00	SUNDRY	407.41	GAME	328.60	BAND	400	RAFFLE	307.00	CATERERS	244.93	DONATION	39.69	DRINKS	144	FLOWERS	45.50	VENUE DRESSING	30	MATCH FUNDING*	980.00	PTFA GIFT	25			CHOCOLATE	60		3800.79		1311.34		1311.34			TOTAL	2489.45		
INCOME	AMOUNT	EXPENDITURE	AMOUNT																																											
TICKETS	2100.00	SUNDRY	407.41																																											
GAME	328.60	BAND	400																																											
RAFFLE	307.00	CATERERS	244.93																																											
DONATION	39.69	DRINKS	144																																											
FLOWERS	45.50	VENUE DRESSING	30																																											
MATCH FUNDING*	980.00	PTFA GIFT	25																																											
		CHOCOLATE	60																																											
	3800.79		1311.34																																											
	1311.34																																													
TOTAL	2489.45																																													
6	800 Club	No report available																																												

7	Web Shop	Keli has ordered the banner and the meeting agreed that this should go up and down to try to keep peoples interest. Wondered about this being displayed on the London Road Railings, although most thought that the Mugga fence was more appropriate. Cost £60.00 plus VAT
8	Review of Events	May Ball - Clarification was sought from Mr McKenna, as to whether or not we should have offered to pay the Students for waiting on, Mr McKenna to make sure that our understanding that they were helping out for enrichment is correct. Meeting agreed to purchase random photos of the Ball so we can use them for PR purposes Tammy to be asked to approach Andreas and see what he can do for £50 - £100 on a CD.
9	Forth Coming Events	<p>New Parents Evening :- 30th June, will require a few hands on deck to serve wine, juice and nibbles, following last year's, where there was little to none take up of the nibble will revisit this and do something slightly different. Have usually worked on 150 parents x2 parents x 4 nibbles each so this year will do 150x 2 parents x 3 nibbles. School to provide the wine and juice PTFA the nibbles</p> <p>Forms to sign up for PTFA to be printed Keli to revise this slightly basing it on Brian's letter; Tracy to do a letter for inclusion in the information packs and get these printed on coloured paper. Sign up forms to try and get these filled in when the groups go into the classrooms. Keli offered to sit with a laptop and input these straight away to make sure they don't bounce back. To try to have PTFA Banners around and Posters/fliers for the Enterprise fayre available. Chair to do a speech about the work of the PTFA. The video needs the date changing.</p> <p>Helpers so far - Heather Sproston, Kate Brown, Keli Shipley, Helen Butters, Tammy and Ian Walker, Kasia Watts, Julie Dudley, If people could arrive around 6 to 6.30 to help prepare nibbles that would be a great help although if this is not possible then any time 7.30 onwards would be great.</p> <p>Enterprise Fayre - Sat 16th July, 9 companies a normal, type of stalls not yet decided on, posters to yet to be done, non-uniform day Fri 8th July to receive and store away donations, fliers to be done for this. On Facebook Keli has stored a letter to ask for donation if we could all try to get 5 out then should be able to source some good prizes. Chris Middleton is happy to run the BBQ need to recruit another bod to help him. Help required for the Kitchen and folk to man stalls. Need to confirm if Seirra Leoni folk require a stall.</p>
10	Requests for Funds	GYM EQUIPMENT - After a short discussion the meeting concluded that although we like the idea of directing projects to the parents and thought Brian's letter was great, as some of this equipment is essential for sports day, gave the go ahead for purchase of this equipment. Brian's letter to be used for the New Parents Evening, if monies comes

		in retrospectively for this request that will be great. No new ones have been received.
1 1	Any other Business	School Calendar - Items for inclusion let Tracey know, Mr McKenna to confirm when able to meet up to discuss this before publication WEBSITE- Heather to contact K Perry and ask for changes to be made to our page and to get minutes uploaded onto our page. In light of this Heather to upload minutes onto Facebook page under file tab.
1 2	Date of next meeting	Monday 4th July 2016 7pm