

FOSTA Meeting 23/10/19

7 - 8:00 pm

Attendees: Steve Searle (Chair), Ian Smith (Vice Chair), Jane Hipkin (Treasurer), Ruth Smith (Secretary), Louise Welcome (Head Teacher), Nigel Welcome, Gail Miller, Graham Taylor, Nicky Latos, Jenni Jinks, Phil Manville.

Apologies: Geoff Goodyear, Alison Knapp.

Item 1	Approve minutes from last meeting
	Minutes of the AGM informally approved although AGM minutes cannot be formally approved until the next AGM. Minutes from the September meeting approved.
	Actions: None.

Item 2	Past events (AGM and Race Night)
	Steve was thanked for all his hard work organising and hosting the race night.
	Actions: None.

Item 3	Future events (Christmas Quiz) and others.
	<p>Christmas Quiz: Ian agreed to organise and host the Christmas Quiz event. Raffle – correct ratio of prizes to the number of people attending would be useful. Last year there were too many prizes for the number of people attending. Drama round – drama students will do a rendition of a news story. There will be one story per round of the quiz (the last question of each round). Music department has also been contacted to provide a presence at the event. We will also include a heads and tails round. Tuckshop will be provided – stock levels are adequate so no new supplies needed. Jenni and Nicky will make mince pies. Graham will buy some. Ticket prices: £3 for adults and £2 for children (in advance). £4 and £2.50 on the door.</p> <p>Other events: 27/11/19 (Wednesday) Drug Awareness evening for parents from 6pm. Voluntary donations for refreshments. 13/12/19 (Friday) there is an event on at St Andrews in the evening. Pease could St Andrews provide refreshments. Summer event – St Andrews Has Got Talent (with an entry charge for parents to come and watch). For the raffle we will seek sponsorship so we can offer a cash prize.</p> <p>Actions: Christmas Quiz: Ian to write, design and host quiz. Ian to produce poster and tickets (templates available on Parentkind website). Ian to contact Matt to put out advert on FB and Twitter (lakerm@st-andrews-boys.org.uk). Jenni, Nikki, Gail, Jane to do raffle prizes. Louise has sent letter to Steve and he will</p>

	<p>email out to them so that they can start to collect raffle prizes. Steve to print lanyard inserts. Louise to provide lanyards. Jane to get more cups for the tuckshop. Ruth – to run tuckshop on the night.</p> <p>Other events: Steve will investigate how to get raffle tickets printed in advance and will investigate whether we can get a larger cash prize from a sponsor.</p>
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Item	Treasurer
4	<p>The race night raised £100. The tuck shop raised £34 (the profit from this is unknown). The float for ticket sales on the door/ providing race winnings was inadequate.</p> <p>Action: Ensure adequate floats at future events.</p>

Item	AOB
5	<p>5.1 Second hand uniform shop 5.2 Shared online working space 5.3 Communication</p> <p>5.1 Letter to go out near the end of the Summer term to all students (in all years) to see if old school uniforms can be donated. These items can then be resold at future events.</p> <p>5.2 Ian has created an online working space on google drive which can hold all documents for FOSTA.</p> <p>5.3 Ruth clarified with other members the amount of communication members were happy to receive by email (i.e. everyone was happy not to be copied into all emails going back and forth).</p> <p>Action: 5.1 School to send out letter to parents towards end of Summer term. Ruth to investigate clothing rail. 5.2 Ian to show us shared online working space at next meeting. 5.3 All members to avoid copying everyone into emails if unnecessary.</p>

Item 6	Next meeting
	<p>20/11/19 7-8pm</p> <p>Christmas get together: 22/01/19 This is also our January meeting but we will have this in the pub (House at Home from 7 pm onwards.</p>