

# Minutes from the Kelvindale Primary PTA Meeting

Wednesday 28<sup>th</sup> January 2019

**Attendees:** Suzanne Barltrop (Secretary), Cathy Allan (Secretary), Alison Willacy, David Nicholls (Treasurer), Nick Bell, Clare Gault, Sorcha Dallas-Gray, Bryan Montgomery (Teacher), Geri Lucas, Kate Russell, Ainslie Bradley, Lil Rudebeck.

**Apologies:** Sarah Watret (Teacher), Erin Cameron, Rhona Caldwell, Nicola Shevlin, Ella Brady, Debs Norton, Carey McKenzie

Minutes	Actions
<p><b>1. Welcome</b></p> <p>Nick Bell welcomed everyone to the meeting</p> <p><b>2. Previous Minutes</b></p> <p>Minutes from the November meeting were approved. Sarah to upload to the school website. The request for Parent Pay from the previous meeting was sent to the Parent Council and local Councillors.</p> <p><b>3. Treasurer's Report</b></p> <p>Current account balance is £12,138. Previous school requests for Charanga and Gymfest have now been paid for. The Christmas Fayre raised £3546. The highest total in the last 5 years. David counted the cash from the Fayre with a colleague but suggested an additional PTA member be present next time. Collecting payment from Silent Auction bidders was difficult this year. We also continue to receive donations from 4 families totaling £64.</p> <p><b>4. School Requests</b></p> <p><b>Playground</b> The school provided a list of items valued at £3830.88 to be purchased with the money raised from the Christmas Fayre. David to check for best prices but all present agreed to spend the money..</p> <p><b>Sports Kits</b> - Mr Rodgers hopes to purchase more sports kits for the school. Funding agreed by all present.</p> <p><b>Record of Achievement</b> - On hold until August.</p> <p><b>5. Event Updates</b></p> <p><b>Bake Sale (Sorcha, Ella)</b> Event to be linked with the Creative Club and Playground Fundraising. Prospective date of March 22. Cakes to be sold to parents and carers along with a presentation by the P7 Playground Ambassadors straight after school drop off..</p>	<p>Sarah to upload.</p> <p>David to investigate the charges for using Paypal and iZettle for future events</p> <p>David to check for best prices on items</p>

### **School Christmas Fayre**

Thank you to all those who volunteered at the event and helped set up.

Cathy provided the following feedback on planning and the event:

**Volunteers:** The most effective way to generate volunteers was a text from the school. Hourly blocks for volunteers was much easier than 30 minutes. A staff member needs to arrive by 9.15 so we can access the kitchen and turn on urns.

**Silent Auction** - Should begin three months prior to the event as many companies limit their donations. This is also true for the shortbread and mince pies. Most popular items were restaurants. Unfortunately 2 large ticket items did not sell.

**Stalls** - We saw less donations to all stalls. The baking stall and Adopt a Teddy were desperate. The Tombola had 50 items, 20 of which came from one person. It sold out by 11.10am and a complaint was made about it. Other schools hold a non uniform day where each family sends in a bottle or item and something similar would be helpful for Kelvindale. More stalls should be sold to crafters.

**Promotion** - Opportunity was missed at the end of the event for the school to thank volunteers, those who attended and the PTA.

### **Summer Fayre**

School to decide on time of day, operating a bar and letting children into the woods.

## **6. Publicity Update**

We have 187 Facebook followers and 139 people signed up to Easy Fundraising. Easy Fundraising has raised £986.67 so far.

## **7. Parental Feedback and Suggestions**

No issues raised.

## **8. Any Other Business**

The Scottish Mask and Puppet Theatre contacted the school to offer a family ticket to any of our fundraising events. A local swimming club attended by many Kelvindale pupils is holding their annual Gala on the 21st March and they requested we don't organise anything on that date.

Next meeting to be held on Wednesday 27th February. Geri Lucas has volunteered to Chair.

Barbara to  
report/comment  
before next meeting