

## Minutes from the Kelvindale Primary PTA Meeting

**Wednesday 30<sup>th</sup> May 2018**

**Attendees:** Kate Russell, Cathy Allan (Secretary), Sarah McLean (Teacher), Alison Willacy (Chairperson), David Nicholls (Treasurer), Nick Bell, Suzanne Barltrop (Secretary), Lil Rudebeck, Ainslie Bradley (Marketing), Wendy Watt.

**Apologies:** Ciara MacLavery, Geri Lucas, Mike McConnell, Erin Cameron, Chloe Robertson (Teacher), Shiona McCubbin, Bryan Montgomery (Teacher).

Minutes	Actions
<p><b>1. Welcome</b> The Chairperson (Alison Willacy) welcomed everyone to the meeting.</p> <p><b>2. Previous Minutes</b> Minutes from the April meeting were approved by all present.</p> <p><b>3. Treasurers Report</b> Our current account balance is £7,575. Many thanks to Alan Watt for agreeing to conduct an audit of the PTA over the summer. The disco made a profit of £720. The let for the disco was £150. Sports Day made approximately £70. We have paid for: school routers (£1700); Education City (£600) and the Science Centre Visit (£360 including VAT). Alison and Sarah have begun filling in the application for Tesco funding.</p> <p><b>4. School Requests</b> A funding request presentation was given by three children from P7. They wished to purchase a customised Magic Moments Book to record the children's achievements throughout primary school. The cost was £3,300 and without VAT £2,700. They wish to order approximately 500 copies and would ask the PTA to continue to fund this annually with the purchase of 66 books each year. The PTA agreed to fund this.</p> <p><b>5. Event Updates</b></p> <p><b>School Disco (Ainslie, Suzanne, Geri, Ciara, Cathy and Kate)</b> A different DJ is recommended for the next disco. The DJ hired sent his brother in his stead without warning us in advance. In the future it would help if the office took note of volunteers contact details as we had too many volunteers and no way to contact them. Ainslie would be happy to organise the event again.</p> <p><b>Sports Day</b> The PTA refreshment stand was very popular. The money raised covered the purchase of ice lollies for the children to enjoy at the end of the day. There was an issue with Sainsburys replacing the packets of 8 ice lollies</p>	<p>Sarah McLean to upload to the school website</p>

we ordered with packets of 4. PTA members had to purchase additional products. After Alison complained we were compensated with a £10 online only voucher. The stand made approximately £70 profit. Special thanks were made to Kelvinside Academy and their very helpful staff who kindly provided us with coffee cups when we ran out and helped with filling the urns.

### **Burger Making**

Sarah is still following this up.

### **Leaver's Hoodies**

Wendy Watt confirmed the leaver's hoodies will be delivered on the 14<sup>th</sup> of June.

### **P1 Coffee Morning**

Mrs Matheson has suggested Friday the 17<sup>th</sup> of August. Lil and Ainslie have volunteered for the event.

### **Christmas Cards**

A slot is booked for the early delivery of the Christmas Cards.

### **Connect Workshop**

Connect, previously called the Scottish Parent Teacher Council, hosted a workshop on organising fundraising and social events. The evening attended by Alison, Nick and people from six other schools. Most schools have a joint Parent Council and PTA. They discussed insurance, the need for risk assessments for each event, procedure manuals and social media policies.

## **6. Publicity Update**

We now have 162 followers on our Facebook page.

Easyfundraising - 123 people have signed up and we've raised £378.04.

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

A comment was made on the PTA Facebook page about the Summer Fayre. The school will be notifying the school about the summer fayre in the next school newsletter.

## **8. Any Other Business**

The next meeting is to be held on Wednesday the 29<sup>th</sup> August.