

**Minutes of Friends of Olveston School
Committee Meeting
Held on Thursday 4th June, 2009
At Angela Viles House 8.30pm**

Present:

**Marie King (Chair)
Kirsty C.
Becky Williams**

**Anne Tyrer (Dep Chair)
Hannah Preedy
Angela Viles**

Apologies: Jane Sawyer, Fiona Bird, Amanda Stagg

ACTION

Marie welcomed everyone to the meeting.

Quiz Night

Kirsty confirmed that the evenings profit was £148.77.

The winners were a team lead by Marilyn and their contact details for Next years quiz are:

Marelinorrewing@gmail.com
01454 610081

Kirsty has been unable to deliver the prizes as yet as her first attempt was a little disastrous, but she will try again soon.

KC

School Disco

Jane sawyer to be asked to organize the arrival and set up of the DJ. All other FOOS members to arrive at 5.30pm to set up rest of the hall. Helpers to date

Confirmed as: Marie King
Fiona Bird
Jane Sawyer
Kirstie C.

Anne Tyrer
Becky Williams
Hannah Preedy

JS
MLK,
AT,FB
BW,HP
KC

Husbands are also to be encouraged to help, Steve King and Barry Viles are Confirmed.

Hannah will purchase the following refreshments to be sold in addition to the Chocolates and drinks left from the Bingo night: Harribos, Maomi chews, Curly Wurleys, Water, Fruit Shoots, Sherbert Sticks	HP
Kirstie has purchase light up sticks to be sold on the night An entrance sheet is to be created to store the parents information	KC KC
A flyer in the form of an invitation is to be created and sent out to all Of the children to let them know about the event and a poster which the School is to be asked to display outside of the school gate and sent To all parents on the email list. The invitation is to include a tear off strip for parents to complete and Send in with their children, to the disco, if they are arriving and going Home unaccompanied, with contact details in the event of an emergency.	MLK KC MLK MLK
School is to be asked whether it would be possible to have a room open Where the parents may sit if they wish to stay while their children are In the disco. The invitation is to make it clear that parents are welcome to stay if They wish.	MLK
The position of the tuck shop was discussed and agreed it would be best To locate on right of entrance.	
Black bags for rubbish and recycling required.	HP
MLK has created a blackboard to be used to remind people of events in The week building up, it is to be cleared with school that this can be Displayed in a prominent position.	MLK
<u>Summer Fayre</u>	
JS has confirmed that her husband's band is able to play on the night.	JS
A children's entertainer was discussed, Rolly Bains was mentioned, and it was Suggested that JS might know him and therefore be best to ask. KC mentioned the Mad Science team and all agreed this was a good Idea, KC to investigate further.	JS KC
Games – which games are to be played, were not discussed, however Kirstie suggested someone volunteer to co- ordinate the games, set up, Volunteers, prizes, etc. as everyone looks for someone to be in charge And she found this roll and dealing with the money collection and floats Too much. HP agreed to ensure prizes went to appropriate games.	??? HP

Prizes and purchasing to be discussed next time.

All agreed there should be no theme for fancy dress, anything goes!

Refreshments – All agreed to keep it simple, burgers, sausages, onions. All to be bought wholesale as local produce proves too expensive and profit Margins need to be better as we will not have the benefit of a raffle income This year.

MLK to raise the possibility of a Pimms tent with the school. We are all aware that we are unable to sell alcohol, but Almondsbury School regularly have a beer tent at events, which is very popular and profitable, so we could ask for donations or include in the entrance fee. Again, we all felt this could be a good way to increase the events profit in an enjoyable way! MLK

The event is to be advertised in the usual way, the school newsletter, and a poster outside the school and sent around on the email distribution list. A flyer in bags and the blackboard. Allocation of these jobs to be agreed at the next meeting.

Sports Day

The water bottles have been ordered but may not arrive in time for sports day, if they do KC will distribute to FOOS members to fill the night before and hand out to the classes. AT to organize permanent markers for bottles to be named. AT
Bottle water to be supplied if not as in previous years.

Any Other Business

MLK handed over a letter to KC concerning the charity accounts. KC confirmed she is dealing with the matter, but we need to allocate trustees as the only trustee is Mr Wike. KC will clarify who should be trustees and will report further. KC

100 club was discussed.. Number of members has fallen again to around 44. All agreed we should try to increase. Handouts at the school summer event and at the meetings for new intakes. Maybe pupils could run a table. MLK mentioned she was trying to create a newsletter which could include a mention again. MLK

MLK reported no response from school concerning a funding project, confirmed would chase in next email. MLK

Next Meeting – Tuesday 23rd June, 2009, 8.30pm at Kirsties or Angela's
Meeting closed at 10.30pm