

FRIENDS OF SGHS

Minutes

Date: 02/11/2017

Time: 6:30pm

Venue: Library

Present: Chloe Vereker (CV) Steve Rose (SR), Rachel Knight (RK), Caroline Batson, (CB), Jenn Plews (JP) Joanne Busfield (JB), Paul Braden (PB), David Whitfield (DW), Seda Irani (SI), Lucy Busfield (LB), Shaeena Shan(SS), Sameena Towasin(ST)

ITEM	SUBJECT	ACTION
1	<p>Apologies</p> <p>Matthew Willis (MW), David Whitfield (DW), Shaeena Shan (SS)</p>	
2	<p>New Laser Cutter</p> <ul style="list-style-type: none"> Mr Braden explained that the school's laser cutter was donated by last PTA about 10yrs ago and needs repairs and updates which will cost around £2000 Ideally he would like a new 900x600 bed size laser cutter since the girls can produce better and bigger products. £7000 needed to buy a new laser cutter School raised £1K so far from selling old equipment Asked Friends to raise around 3K in the hope that Microsoft matching scheme will match the funds raised. So that they can buy a new laser machine and repair the old one. To enable the girls to use both machines. 	<p>PB is planning a Robot Olympics in Spring or summer, SGHS Friends will raise funds at this event</p> <p>SGHS Friends' members suggested to sell the festive tea lights at the Christmas Concert to raise money towards it. PB is going to supply the tea lights and maybe another item to sell.</p> <p>SGHS Friends will think of other events to raise money towards it.</p>
3	<p>100 Club</p> <ul style="list-style-type: none"> DW is going to launch the 100 Club at the Bingo night We will have the number displayed on the night so people can pick their own numbers DW has prepared the terms and conditions of the 100 Club and passed it to JB. It will also be displayed on the membership forms. £20 per number per year Parents can buy their numbers on the Bingo night or on Parents Pay 100 Club flyer is already out and displayed as well as an e-mail sent to parents Main beneficiary for the money raised is School's Hardship Fund. More than £1000 profit made then the money goes back into the general pool of funds 	<p>DW is looking into bank mandate</p> <p>Leslie to pass ParentPay login details to RK to monitor who paid</p>

<p>4</p>	<p>Bingo Night - 10th November</p> <ul style="list-style-type: none"> • Around 40 people bought tickets so far but more people are expected to attend • Friends will buy the food and cook for the evening • No pudding, Candy Floss Van (Jen's husband) • SS donated soft drinks for the event • Friends have 10x tonic, 1x Gin, 2x Prosecco, 12x white, 6x red and 24 bottles of Bud • Friends will use school's crockery and glasses but will need to buy 12 more glasses since there isn't enough at the school. • Keith (bar) The wine will be sold for £10 a bottle, Prosecco £12 a bottle soft drinks £1 per glass • CV prepared some decorations and will bring it on Friday • VW will come by 6pm to set up the Bingo app • DW, SR, CV, and SI will start setting up at 5:30pm. RK will arrive by 6pm CV said that more helpers will be needed on the night • Friends' members brought chocolates for the prizes and parents were asked to donate some too. Also wine and SGHS water bottles will be given as a prize. On Italian round of the Bingo, the top prize will be given, that is the number 100 from the 100 Club • RK bought the Bingo cards and 80 highlighters • Agreed 7pm start with pasta buffet to be served at 8pm • First the launch of 100 Club then 4 rounds of Bingo, at 8pm tea, followed by play your cards right then 3 rounds of Bingo and finish around 10pm 	<p>Keith to buy glasses</p> <p>RK will cook vegetarian dish for 40 people</p> <p>CV will cook Bolognese for 40 people</p> <p>SR will cook Bolognese for 20 people and Veg Quorn for 20 people</p> <p>Everyone will bring salad</p> <p>DW will buy more red wine and Prosecco</p> <p>CV will buy garlic bread, dough balls, olives, parmesan, bread sticks</p> <p>CB will buy white, red and green colour napkins</p> <p>CV will bring flags</p> <p>RK bring pictures of Italy</p> <p>Dan to prepare a poster</p> <p>SS to bring the soft drinks, salad to the school</p> <p>SR to Provide Italian music</p>
<p>5</p>	<p>European breakfast – 15 December</p> <ul style="list-style-type: none"> • Angel agreed to host it but wants to discuss it further with Friends • Spanish exchange students are here in December, so will invite them and the parents 	<p>SI to contact Angel about food options and timing</p> <p>SI to contact Sophie Beaumont to talk about whom to invite</p>
<p>6</p>	<p>6th Form open evening - 15th November 6-9pm</p> <ul style="list-style-type: none"> • Due to short volunteers Friends decided to run one café at the Café Quad • Volunteers are • Parents will be asked to donate cakes • There will be a raffle table to sell tickets for the coming raffle 	
<p>7</p>	<p>Xmas Concert – 14 December</p> <ul style="list-style-type: none"> • Festive tea lights will be sold to raise money towards the laser cutter • Friends donated items for the Xmas hamper • raffle will be drawn on the night 	<p>Tech Department to supply Festive tea lights</p> <p>VW to organise the Xmas Hamper</p> <p>Friends to sell raffle tickets</p>

8.	Curry and Quiz night - 2nd February <ul style="list-style-type: none"> • Ask Dan to promote Curry and Quiz night after Bingo evening and before Xmas • SS is donating curry and soft drinks for the night 	
9.	Stall Outside Town Hall <ul style="list-style-type: none"> • RK found out that it is free to have a stall outside Town Hall. 	RK get more details and confirm date
10.	Future Event Ideas <ul style="list-style-type: none"> • Sponsored walk around Spring. Aimed at students maybe two year groups (Y7&Y8) at a time. Maybe during Enrichment week. Ask if students can get an afternoon off so that they can walk and raise money • Robotic Olympics around Spring/Summer • Food Stall outside Town Hall – date tbc • Friends selling ice lollies during Sports Day – tbc 	
11.	AOB <ul style="list-style-type: none"> • RK looked into Zettle and found out that Barclay card 'Anywhere' is similar to Zettle £60 +VAT for unit then 2.6% on sells. Friends must be a registered charity • SI asked if Friends though of setting up second hand uniform sales as it raises a substantial amount for PTA. All agreed to set it up. CV recommended that the uniforms can be stored behind the stage. • PB suggested Friends to organise a Cheese & wine evening. Also to contact Andy from Court Yard as he can supply cheese samples and Julia for wine tasting (an opportunity for them to advertise their products) 	SI to contact Christine as she does bulletin so send Friends' communication to her SI further investigate second hand uniform sales with JB and decide on a date to ask parents for donation and collection points as well as possible dates for selling second hand uniforms (Parents evening or Summer Fair?)
12.	Next meeting - AGM <ul style="list-style-type: none"> • 04/12/17 6.30pm • Meeting closed 	