

# FRIENDS OF SGHS

## Minutes

**Date:** 19/3/2018

**Time:** 6:30pm

**Venue:** Library

**Present:** Caroline Batson, Matthew Willis, Lucy Busfield, Seda Irani, David Whitfield and Chloe Vereker

ITEM	SUBJECT	ACTION
1	<b>Apologies</b> Shaena Shan, Steve Rose, Duncan Faulkner, Rachel Knight, Sameena Towasin	
2	<b>100 Club</b> Rachel sent a cheque to each parent whom won last two draws. March draw took place at the meeting and this month's winning numbers are: 1 <sup>st</sup> prize <b>No 42</b> , 2 <sup>nd</sup> prize <b>No 25</b> and 3 <sup>rd</sup> prize <b>No 35</b>  January and February winners of the 100 Club numbers on school's website as well as on Friends Facebook page. Next draw will take place on the <b>16<sup>th</sup> of April</b> at Friends meeting	<b>There are 18 numbers left to sell</b>  <b>David will inform the winners of 100 Club numbers</b>  <b>Seda to check with Rachel about writing up Friends' cheques</b>
3	<b>Y9 Parents Evening - 21st Feb</b> Tea, coffee and cheesecake sales raised <u>£51</u> No one bought 100 Club number but asked questions about what it is. Also some parents commented that they do not know what Friends are raising money towards. Friends highlighted that they inform parents via e-mails, school's newspaper and social media.	
4	<b>Y7 Chocolate Egg Hunt - 8th and 9th March</b> Morrisons donated 60 Crème eggs and Shan Supermarket donated 48 Crème eggs, Chloe donated 50 chocolate eggs, Seda donated 500 mini foiled eggs and some parents donated 5 big chocolate eggs and bags of medium chocolate eggs for the hunt.  School made a timetable for Y7 classes. Teachers and Sixth Form girls helped with hiding the chocolate eggs and supervising the girls. Girls enjoyed the hunt and were happy to receive free chocolates.	
5	<b>Mother's Day Gift Stall - 8th &amp; 9th March</b> Chloe, Seda, Hollie and Sameena sold the products at 10:30am (break) and 12pm (lunch) on both days. Gifts were sold between £1-£5 pounds and raised <u>£348.27</u>  Chloe donated homemade chutney, chocolate fudge and plants Matt donated 100 wooden roses Mr Braden donated 20 'love' themed candle holders Steve donated homemade jams David donated Body Shop products Seda donated bath salts and hard boiled sweet jars Hollie donated keyrings Catherine donated vanilla fudge Suzy donated 20 Mother's Day cards A parent donated cookies and fudge in small bags	
6	<b>Spring Breakfast – 9th March</b> Total 47 tickets sold and raised <u>£141</u> The ParentPay and Catering fees (50%) will be deducted from this amount.  For the summer breakfast there was a suggestion of Friends charging per food item rather than £3pp flat fee but committee decided that it was going to complicate the payment process.	
7	<b>Treasurers report &amp; Vacancy</b> No report was produced. Committee agreed to advertise the post on Facebook and via schools e-mails.	<b>Seda to send an e-mail to Sally regarding the Vacancy also contact Rachel for an update on finances</b>

8	<p><b>Friends Future Funding Plans</b>  Friends committed to donating £5000 towards the PE department for the refurbishment of the 'Hollow'  £2000 towards the DT department for the purchase of a new laser cutter  £1000 towards School Planners for the next two academic years.</p>	<p>Lucy to ask Mrs Walter to collect ideas for funding needs from staff and submit it to Friends to discuss and agree on which requests Friends can support.</p>
9	<p><b>Easter Hamper</b>  Friends members donated Spring related items for the hamper. Together with the (parent donated) chocolate eggs, these items are put on Friends' Hamper. Raffle tickets will be sold to girls within Tutor Groups.</p>	<p>Seda to ask school to e-mail parents about the Spring Hamper and for girls to bring in money to buy raffle tickets.</p>
10	<p><b>Spring Sponsored Hike – date TBC</b></p>	<p>Chloe to follow up with Rachel</p>
11	<p><b>Salsa Night – date TBC</b>  All agreed to hold this evening during Autumn as Friends members have taken on too much this term.</p>	<p>David will talk to Laura and arrange Salsa Night to take place during Autumn.</p>
12	<p><b>Gin Tasting Night – Friday April 27th, 7pm</b>  Julian at Wright Wines will provide/donate all the different Gins for tasting. Friends to provide music &amp; canapés/food, crushed ice, lemons, mint and blueberries.</p> <p>Town Hall hire was £11.20 an hour + Vat. Therefore Friends members decided to hold the event at Judi Dench Theatre instead.</p> <p>Ticket price: £18 and £10 for non-drinkers. So far 20 tickets sold. 1 non-alcoholic ticket was purchased, so Friends will provide orange juice and sparkling water for non-drinkers.</p> <p>Chloe will make chicken kebabs, hummus, tzatziki and couscous. Members will bring salads. Chloe to buy falafel, pitta and flat bread. Seda to make tabbouleh and aubergines in tomato sauce.</p> <p>Caroline, Matt and David volunteered to help on the night, Chloe can help with the set up. More volunteers needed. Members will discuss this event in more detail at the next meeting.</p>	<p>Lucy to find out if SGHS girls can play an instrument at the beginning of the evening.</p> <p>David to find out exact amount of crushed ice and garnishes that Friends need to provide. Also to check if Wright Wines will bring Gin glasses for everyone.</p> <p>Chloe to ask Steve to prepare a play list</p> <p>Seda to ask Shaena if she knows any catering company that is happy to donate food to this event.</p> <p>Seda to send an e-mail out to parents asking for volunteers to help out on the evening</p>
13	<p><b>Friends of SGHS Family Games Night – Friday 11<sup>th</sup> May</b>  A family event. Food: lasagne, garlic bread and salad will be served. There will be a bar and raffle.</p>	<p>Lucy to check if the date can be moved to 8<sup>th</sup> June</p>
14	<p><b>Y6 Induction evening 28<sup>th</sup> June - 6pm in the hall then 7pm in studio</b>  Friends will serve tea, coffee and cakes and provide a bar. A donation box will be left at the tea and coffee table. Friends' activities/calendar will be advertised.</p>	
15	<p><b>Y5 Open Evening - 5<sup>th</sup> July</b>  refreshments in Café Quad</p>	
16	<p><b>Robotics Night -11<sup>th</sup> or 13<sup>th</sup> July</b>  Friends will discuss the menu and activities with Mr Braden  Y7 girls and parents will be attending</p>	<p>Lucy to ask Mr Braden about the proposed dates  Seda to ask Mr Braden to attend the meeting in May</p>
17	<p><b>Sixth Form Art Exhibition – 3<sup>rd</sup> or 6<sup>th</sup> July - 6-9pm</b>  Friends will have stalls, BBQ, Crepes, ice-cream stand and a bar</p>	<p>Lucy to check the dates</p>
18	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li><b>Father's Day Goodie Bag / Hamper</b>  Donations of a Father's Day card, key ring, mug, frame, cookies, chocolate bar, jam, washbag, deodorant, garden products...</li> </ul>	<p>Seda to organise the raffle sales</p>

	<ul style="list-style-type: none"> <li>• <b>Town Hall's offer</b> of Bank Holiday Monday 7th and 28<sup>th</sup> market stall £385+VAT for Hire of the Concert Hall, Annexe &amp; Kitchen from 8am – 5pm. Friends members agreed that there is not enough people to help out on these dates so will not consider hiring the premises.</li> <li>• <b>'ParentPay Notification'</b> Parents are not entirely happy with the current system. School to put information regarding when and where to pick up their tickets once paid for on ParentPay.</li> <li>• <b>Friends Committee Contact List</b> A list of contacts created by the members whom attended the meeting.</li> </ul>	<p><b>Lucy to update the Parent Pay Notifications</b></p> <p><b>Seda to ask other members for their permission to share their details with the committee.</b></p>
<b>19</b>	<p><b>Next meeting:</b> Monday 16<sup>th</sup> April 2018  <b>Venue:</b> School Library  <b>Time:</b> 6.30pm start</p>	