FRIENDS OF SGHS
Minutes
Date: 21/5/2018
Time: 6:30pm
Venue: Library

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

ITEM	SUBJECT	ACTION
1	**Apologies** Duncan Faulkner, Suzy Vincent	
2	**Gin Tasting Night** Friends members would like to thank The Red Lion pub for donating food to the Gin Tasting Night. Members talked about holding a similar event in the future.	

3	**Friends of SGHS Family Games Show – Friday 8ᵗʰ June**
	
	Timing: 6:30 – 9:30pm
	Ticket price: £10 adult, £6 child, £30 family (2 adults and 2 children) Lesley set up Parent Pay. Tickets can also be purchased from Reception.
	So far three families bought tickets, so Friends members will decide on the 5ᵗʰ of June to see if the event sold minimum 50 tickets, otherwise it may be cancelled due to insufficient amount of attendees.
	Helpers: Steve, Caroline, Duncan, Matt, David, Lucy, Chloe and Seda (set up) to arrive at 5pm.
	David and Matt will go in to the school on Thursday to do technical setup.
	Lucy and Joanne talked to the Sixth formers. Girls are very busy with revision classes and exams, so could not help out on the evening. It has been said that the timing of the event did not helped.
	Seating: using round tables
	Food: lasagne, garlic bread and salad will be served.
	Matt and Rachel will make vegetable lasagne, Seda and David will make meat lasagne. Everyone will bring salad. Tesco is donating dough balls.
	Desert: ice cream and Andy will sell candy floss
	Joanne will man the bar
	Shaeena is kindly donating all the soft drinks.
	Games: Play your cards right
	        Catch Phrase
	        Pointless
	        The price is right
	        Who wants to be a millionaire
	        Generation game
	Also other mini games in between breaks.
	To raise extra fund: 100 square (50/50 share of the price)
	                        Raffle
	
	Raffle tickets, Prosecco, Friends water bottles and pens will be given as a prize. Also Friends will ask parents to donate chocolates.
	Each table will have items for attendees to make/decorate their team flags.
	The event is open to public, Chloe displayed the flyers at local supermarkets.
		Joanne to ask Mr Braden to promote the event to his class and encourage girls and their families to attend
		
		Joanne to check with Science Dept to see if they can supply materials for the Generation Game
		
		David will buy paper straws and masking tape. Also he will get vouchers for a big prize
		
		Chloe will bring wooden poles and cotton cloths to make the team flags
		
		Chloe to ask Sally if she could send out a letter to parents regarding the event. Also to contact Suzy and ask her to write a piece in The Craven Herald
		
		Chloe to e-mail Seda, Andy's e-mail address
		
		Seda to contact Andy regarding Candy Floss stall at both events.
		
		Seda to do stock check (Friends cupboard) for potential raffle prize items
		
		Seda to contact Stray FM to promote the event
		
		Seda to ask Mr Braden if Friends can register with the Charity Commissioner in time, could he get the match funding with Microsoft

4	**Father's Day Gift Boxes** Friends decided to give gift boxes since the gift bags could not carry the weight of the presents.	

5	**Summer Celebration in conjunction with the Sixth Form Art Exhibition – Tuesday 3rd July**
	
	Ticket Price: Free event
	Timing: 6-9pm
	Set up time: 4pm
	Helpers: Seda, Duncan, Chloe, Matt, David
	Venue: outside / Café Quad (depending on the weather)
	Food: BBQ, Crepes, strawberry and cream, ice-cream, candy floss and Pimms and fresh lemonade
	Music: SGHS girls to play live music
	Activities: Lucky dip
	             Cake stall
	             Craft stall
	             Henna design
	             Nail painting
	             Face painting (TBC)
	             Match the Artist Trail
	             Portrait
	             Friends water bottle stall
	There will be a raffle. Members will try to get a raffle prize from local businesses.
	Promotions: Banner outside the school
	                Poster e-mail to parents
	                Facebook page
	                School's website
		Seda to contact volunteers list to ask for donations of chocolates, cakes and helpers
		
		Seda to buy craft items
		
		Matt will prepare the Lucky Dip materials
		
		Chloe will prepare the strawberries and cream as well as Pimms and fresh lemonade
		
		Rachel will make the Crepes
		
		David to check if his daughter could design henna
		
		Joanne to ask Craven College for volunteers to run nail painting stall
		
		Joanne to check with the Art department regarding Match the Artist Trail
		
		Joanne to see if the Art Club members would be interested to offer portrait drawing.

6	**AOB** **Out of date stock items** Members decided not to sell 'out of date' drinks since some parents raised concerns over it and returned the drinks. Therefore the 'out of date' drinks will be offered to members and school staff. **Charity Registration** Friends members agreed to proceed with Friends registering with the Charity Commissioner.	
7	**Next meeting:** 18th June 2018 **Venue:** School Library **Time:** 6.30pm start	