

## Friends of SGHS – Minutes of Meeting on Mon 8 October 2018

Present: Steve Rose, Matt Willis, Dave Whitfield, Chloe Vereker, Pat Hayton, Kate Walter, Sara Maunsey, Dawn Rollins, Vanessa Wingate, Franklin head girls (x2)

Item	Subject	Action
1	Apologies Marie Varney, Ruth Skelton, Suzy Vincent	n/a
2	11+ Pop-up Café More customers than last year. Better promotion this year. Customers appreciated the café being available both before and after test. With extra cake sales to staff after the event the profit went up to about £205. Great effort, well done everyone who helped. The wall mounted instant water boiler was not working during the pop-up cafe, and the water coming out of the hot water tap was barely tepid.	<b>School encouraged to repair hot water boiler and hot water supply to West Bank kitchen.</b>
3	Bingo and Games Night Fri 19 Oct Ticket sales going OK. Expecting sales to ramp up a bit with only 2 weeks to go. Franklin head girl team and Miss Wingate are helping with promotion of ticket sales to girls in school before event and will be helping on the night (interval music, games, scoring, raffle). Dave and Matt will be running most of the games. Tesco have donated bread sticks and garlic bread.	<p><b>Kate to report on current ticket sales to Chloe and put Chloe in touch with new facilities lead - Sammy.</b></p> <p><b>Kate to organise an email to all parents requesting donations of chocolate for prizes for Games night.</b></p> <p><b>Sammy and school facility staff will kindly set out tables &amp; tablecloths for us in hall on Friday during day and also help with bringing up all the Friends drinks from basement store.</b></p> <p><b>Promotion of ticket sales ongoing within and outside school.</b></p> <p><b>Halloween hamper needs some more prizes to be donated.</b></p> <p><b>Matt to contact Rebecca Lofthouse regarding questions about SGHS.</b></p> <p><b>Matt and Dave to test on-screen games before the night using school laptop (assisted by Miss Wingate).</b></p> <p><b>Steve to arrange 2 cash floats for the night (bar and raffle).</b></p> <p><b>Chloe to collect food donations from Tesco.</b></p> <p><b>Chloe to deliver food to back entrance of school at 1.45pm on Friday.</b></p> <p><b>Chloe to prepare 10 x chalk board placards (and chalks) for use by each team table for scoring and answering Matt &amp; David's games.</b></p> <p><b>Vanessa Wingate to provide pens (x 8 per table) for Bingo.</b></p> <p><b>Helpers to provide salads (any type).</b></p> <p><b>Meat and vegetable lasagnes being made by Chloe Patrick, Rachel, and Seda.</b></p> <p><b>Kat Rose will make a vegan dish.</b></p> <p><b>Dave/Sarah Whitfield to make a gluten-free dish.</b></p> <p><b>Gluten-free parents/children need to be informed.</b></p> <p><b>Might need some more soft drinks and wine for the night.</b></p> <p><b>Need donations of some booby prizes.</b></p>
4	100 Club	<b>Steve to re-write erroneous cheques for previous</b>

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	Oct draw will take place during Bingo and Games Night to encourage all remaining un-sold numbers to be bought.	<b>winners and get them to school reception for collection.</b> <b>David to bring 10 or so 100 club sign-up sheets for potential new 100 club members to Games Night. If joining on the night, given a bonus 14 month draw period (rather than 12 month). David to promote.</b>
5	Friends finances, signatories and invoicing Chloe and Steve are exploring ParentPay transactions, invoices from breakfast events and printing costs. Chloe and Dave to become signatories for Friends cheques. Rachel Knight will no longer be a signatory.	<b>Steve to contact Joanne and Kate to request further information about ParentPay transactions and outstanding invoices, and seek to agree an annual fixed fee for Friends printing costs</b>
6	Parent Evenings to support Careers evening (joint school event) Wed 17 Oct Post 16 Open evening Wed 14 Nov in West Bank – Mr Blyth organising Yr 12 Tue 15 Jan 2019 Yr 11 Wed 30 Jan 2019 Yr 9 Options evening Thu 14 Mar	<b>Friends to support by selling tea/coffee, if enough helpers available.</b> <b>Careers Evening - Wed Oct 17 2018 - 6-8pm - 2 x helpers needed to serve tea and coffee</b> <b>Tuesday 15 Jan - Chloe to help (one more helper required)</b> <b>Wed 30th Jan - Chloe to help (need second helper)</b> <b>Yr 9 Options Eve - Chloe to help (need second helper)</b>
7	Winter Concert Thu 6 Dec Each house will put together a colour themed hamper and sell tickets on the night. House will highest number of ticket sales will win an additional contribution to their named charity. Also possibility of additional gift stall(s) on the night (e.g. festive tea light holders). Thank you to Sara Maunsey for preparing hampers and overseeing these for the Winter Concert. £20 per hamper to the House Charity, and the rest raised to Friends (for the Hollow's refurb).	<b>Dave exploring whether some form of gaming licencing from Craven District Council will allow us to see raffle tickets before the night.</b> <b>Friends/Sara will provide each House w/ different colour raffle book to make raffle sales.</b>
8	European Breakfast Fri 7 Dec Before school: 0745-0845. Organised with school cook – Angel. Profits split 50/50.	<b>Might need another helper(s).</b> <b>Euro Breakfast</b> <b>Set up 7.20 for 7.45 start</b> <b>Helpers: Katie Birks (Yr 8 mum) &amp; Dawn Rollins</b>
9	Future Events Curry and quiz – Fri 15 Feb 2019 Mother's Day stall – Fri 29 March Option to delay curry and quiz and replace with Ceilidh (around Burns Night) as Ermys Ceilidh not taking place.  Others for the future: Cheese and Wine Ball (joint with Ermys) Auction of Promises (big event) Salsa Night	<b>To be discussed at future meetings</b>
10	AOB Dave and Matt made the suggestion that the school might consider working with Friends to organise a whole school photo, with profits from photo sales going to Friends. The photo would be taken from above (e.g. photo taken from top floor of STEM	<b>To be discussed at future meetings. Head of Art, Jackie Smith, to be invited to next Friends meeting to discuss School Photograph etc. Kate to arrange.</b>

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	building, cherry picker, or drone). In the absence of a Friends' Secretary, there is a need for our email account: friends@sghs.org.uk , to be checked regularly (or for the emails to be forwarded to us on the committee.) Ideally a Friends person needed to take this on, or email rerouting action needed.	
11	Date of Next Meeting Mon 12 Nov, 6pm, school library	n/a