

ST JOSEPH'S PTA
Minutes of a meeting held on Thursday 3rd March 2011

PRESENT: Miss Smithers, Mrs Jones, Angie Hilton, Jackie Heaven, Clair Visco, Grainne Graham, Anne Chinoy, Lesley Spellman, Palma Davidson

1. **Apologies for absence:** Hannah Vecchione, Helen Dunne, Nikki Mailey, Sandra Burgess, Nicki Briggs, Gianna Higginson, John Gill, Debbie Loftus, Katrina Madden

2. **Minutes of the last meeting:** These were approved as correct.

3. **Matters arising:** Palma will write to all the entries in the business directory after Easter asking if they wish to renew and putting the price up to £10. There will be no hard copy produced, just the electronic one on the web site.

4. **Treasurer's report:** There is £5,346 in the current account, £55 in the saver account & £117 in the Scottish Widows account. Most of the current account is money for ball tickets, but the £2,500 deposit for the town hall has already been paid. Debbie will go ahead and buy the guillotine & laminator agreed at the last meeting. It was agreed not to go ahead with the scooter pods just yet, but to wait until after the ball to see if there's enough money for the computers & the scooter pods. In the meantime the Messenger Newspaper is asking schools to bid for £1000 prize money. Although there is only a small chance of success we will put in a bid for the scooter pods & netball markings.

5. **Website report:** Anne circulated a very encouraging report which shows between 15 & 20 visits per day over the last few months. Anne is looking into which pages are the most popular, at the moment the business directory seems to be very popular. The main concern is that the link from the school website to the PTA one is not direct. This will be raised with Andy. There was some discussion about the school website needing revamping. Anne was thanked once again for all her hard work.

6. **St Patricks Day:** Debbie has secured the same musicians as last year. Irish coffee will be served again. Mrs Roca will bake soda bread & several parents have offered to bake cakes. It was suggested that prices might have been too cheap last year. These will be reviewed. In the next newsletter requests for nut free baking will be repeated. Angie agreed to ensure the event is advertised in the parish newsletter.

7. **Ladies Night:** Grainne circulated a draft flier advertising this event. It will be a swishing (fashion swap) evening at the Belmore Hotel on 24th May, with beauty treatments also on offer. It was felt to be a very good idea. It was agreed there should be no admission charge but people will pay for items they wish to purchase & raffle tickets will be sold on the night. Anne will set up a dedicated email address. Jackie will pass the flier onto Jo to produce a poster and flier to be emailed out asap.

8. **St George's Day:** The PTA will host a tea party similar to last year on Thursday 28th April.

9. **Summer Ball:** Lesley reported that she had sold 160-170 tickets. She hopes to sell another 3-5 tables. There is still outstanding ticket money due in. She is offering table sponsorship for £100 per table, which includes a full page in the ball e-brochure. There is a dedicated ball page on the website. Any donations for auction items or prizes are still welcome. She is considering having class/year group hampers as auction items/raffle prizes, made up of toys etc donated by parents'. The previous photographer is not available so she is looking into alternatives.

10. **Summer Fair:** The date was agreed as Sunday 3rd July

11. **Any other business:** Julie Murphy has offered to organise it again. Mrs Harrold will be asked for a date for this. It was agreed that Jackie will produce a newsletter advertising the ball, Ladies Night and St Patrick's & St Georges Days & explaining the delay in the purchase of the new scooter pod.

12. **Date of next meeting:** Tuesday 10th May 7.30pm at school

ACTION POINTS

AGENDA ITEM	ACTION	PERSON RESPONSIBLE
Business directory	Write to businesses' after Easter	Palma
£1000 fund	Submit bid to Messenger	Clair Visco
Laminator & Guillotine	Purchase items	Debbie
Website	Andy to be asked to replace link from school to PTA website	Anne & Grainne
St Patricks Day	Advertise event in parish newsletter	Angie
Ladies night	Set up email address Produce flier & poster	Anne Jackie & Jo
Leavers Disco	Ask Mrs Harrold for a date	Miss Smithers & Mrs Jones
Newsletter	Advertise Ladies Night, St Pats, St Georges & Summer Ball	Jackie