

B-A-WB PTFA Agendas and Meeting Minutes

Tuesday 22 June 2021 at 7:30pm

Location: **The Falls Coffee Shop**

Please follow social distancing/mask wearing guidelines applicable at the time.

Attendees:

Apologies:

AGM agenda

1. Record attendees and apologies.
2. Adopt new committee who are elected for one year from today. Nominations must be proposed and seconded. Nominations are:
 - a. Officers
 - i. Petrina Booth, Chair
 - ii. Helen Dinsdale, Vice Chair
 - iii. Sam Spence/Helen Coppin, co-treasurers
 - iv. Beth Daley, Secretary
 - b. Additional members
 - i. Liz Tooley, Vice Secretary
3. Welcome and report from Chair.
4. Financial report - from treasurers Sam Spence/Helen Coppin.
5. Appoint an independent examiner.
6. Any other business.
7. AGM ends.

General Meeting

22 June 2021 - following AGM as above

Attendees:

Apologies:

1. Record attendees and apologies.
2. Update bank account/charity commission from Sam Spence/Helen Coppin
3. Funded events
 - a. Year 6 hoodies/leavers' trip - update from Karen Raven
 - b. Summer ice creams - update from Karen Raven
4. Fundraising activities
 - a. Christmas fair - update from Petrina Booth
 - b. Summer raffle - need volunteers to coordinate
 - c. Treasure hunt - update from Helen Dinsdale
5. Any other business
 - a. How to welcome new parents/members and encourage more participation (September?)
6. Next dates