



## **Baljaffray PTA Meeting - Monday 4<sup>th</sup> March 2024**

### **Attendees:**

Charlotte Malone (CM)

Sharon Low (SL)

Adele Targosz (AT)

Hazel Lauchlan (HL)

Ashleigh McDermott (AMcD)

Elaine Paterson (E Pat)

Lynne McLelland (LM)

Gary Grainger (GG)

Gemma Thomson (GT)

Louise Logan (LL)

Pamela Graham (PG)

Julie Wilson (JW)

Lynn Parker (LP)

**Apologies :** Emily Dewar (ED), Sharon Middleton (SM), Julie Craig (JC), James Spowart (JS), Katie MacDonald (KM), Melena Gormal (MG), Elizabeth Pirie (EP), Gillian Clarke (GC), Julie Craik (JCraik), Sweeny Nawalkaz (SN)

### **Feedback on Previous Events**

- No issues / feedback following valentine's disco.

### **Upcoming Events**

BGT

- EP confirmed there have been 17 entries (34 children) so far. Due to demand the entries have been left open until 7<sup>th</sup> March 4, 2024
- CM agreed that tickets will go on sale from 15<sup>th</sup> March (Return from spring break) and HL has agreed to process tickets. CM to send class lists and instructions to HL.
- CM to send school office the ticket form and send to Facebook.
- EP confirmed capacity of the school is around 200 including children.
- CM has agreed to purchase medals nearer time. EP to confirm final numbers by 8<sup>th</sup> March to CM.
- EP has confirmed judges will be 4 x P7. Judges have requested to make an entrance.
- Pizzas for internal will be organized by GG and HL to provide ticket sale numbers by Wed 24<sup>th</sup> April. Pizza Hut has been cheaper than dominoes recently.
- More tuck will be needed as nearly all gone following Valentines. CM to ask SL if able to collect.
- Committee agreed to need for interval game as will take too long.

W/b 18<sup>th</sup> March for auditions – parent helpers as follows.

- 18<sup>th</sup> – Lynn M, AMcD,
- 19<sup>th</sup> – Lynn M, Ashleigh McD,
- 20<sup>th</sup> – Elizabeth P, Hazel Lauchlan, James S
- 21<sup>st</sup> – Gemma Thomson, Louise Logan
- 22<sup>nd</sup> – Adele T, Pamela Graham

### **Spring Fayre**

- Date confirmed as Saturday 18<sup>th</sup> May.
- CM confirmed EP and JS have booked Mini Zoo – 2 hours for petting sessions - £280. £100 deposit has been paid by AT.
- CM confirmed JC has provisionally booked the fire engine for attendance and St Andrews Ambulance Association for the day.
- LL has confirmed she will purchase waling balloons next time on offer.
- LL has agreed to ask parent in school about lambs being brought to fayre for an additional petting activity.
- CM will post in WA chat for subcommittee volunteers.

- JW to create online save the date.

### **Adults Only Evening**

- CM confirmed ED has booked 1<sup>st</sup> June for St Andrews Hall and deposit has been paid by AT.
- CM to send full details to JW to create save the date.
- CM has confirmed DJ Mike at a cost of £280 for the night.
- CM to look at save the date to go out asap – CM will speak to JW.
- EP mentioned parent suggestion of parents bring food following success of P7 afternoon. CM to ask wider committee but noted that this may be more to organise and could be used at future specific event.
- Raffle, entertainment etc to be discussed at next meeting.

### **Constitution Update**

It was noted at last month's meeting that the constitution was outdated in some areas and needs updated to reflect current practice.

The following items were put to a majority vote and all approved however as per the constitution shall be formalised at the June '24 general meeting.

#### **Section 14 b Change**

*At all meetings of the Association 6 members, at least 1 of whom shall be Office Bearers, shall form a quorum.*

#### **Section 15a Change**

*The funds of the Association shall be lodged in a Bank, Building Society or other account in the name of the Association. Cheques shall be drawn, or withdrawals made against the signature of 2 Office-Bearers. Where desired, bank transfers shall take place to reimburse committee members. This shall only be authorised by the treasurer following acceptance of a valid receipt.*

#### **Section 15 Change**

*The Treasurer shall be responsible for keeping accurate books recording the financial transactions of the Association. The books shall be brought to balance on 31<sup>st</sup> July and the accounts shall be audited by an Auditor appointed by the Association at the AGM. The Auditor shall not be a member of the Association. The audited accounts shall be submitted to the next AGM for adoption.*

### **Schools 50<sup>th</sup> Birthday.**

- EP provided parent feedback to recent request for ideas for the PTA to fund. However, the ideas provided are for future fundraising events and not for something for the PTA to pay for. PTA to request feedback on WA chats.
- Mural update – EP has not had an update from company – EP to chase.
- Shelter – LP advised options to have been provided to the school and school has picked the largest. Awaiting update.

## 2 Treasurers Update

- Donation from Edrington Group has been provided for the total of £10,794. It was noted that this charitable donation can be applied for each year.
- It was noted that when the funds have been allocated the children are to write thank you letters etc to the Edrington Group.

Account Balance - **£19,514.37**

Proposed Outgoings - **£9,995.51**

Available Funds - **£9,518.86**

- Valentines Disco – Brought in £925.31, Profit minus expenses **£452.47**.

## Facebook group

- No updates

## 3 School Updates/Requests

- EP confirmed order has been placed for BBC micro bits and AT to provide cheque once final value known.
- EP advised parent within the school is pricing a sensory space within the infant area. EP expects spend needed of circa £2-3k. No update since last meeting.
- EP has agreed to obtain quote to replace hall sound and lighting system and provide update at next meeting.
- LP has advised that football strips have been picked but has requested that the PTA purchase direct. AT has agreed to purchase sample strip in each size to allow full order to be correct.
- EP requested update on school signage fund. CM noted PTA keen to ensure funds are spent on activities to benefit the children however updated quote to be obtained for further review.
- EP confirmed LR looking for fund to plant 50 trees within the school grounds. EP to reach out to Fortune Works regarding their services.

## 4 AOB

- EP has requested parent helpers for Comic Relief Day 24 on 15<sup>th</sup> March.

**Next Meeting Date – Tuesday 16<sup>th</sup> April 6.30pm – Bearsden Academy**

**Please see below all future meeting dates, we look forward to seeing you there:**

<u>Month</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Type</u>
April	Tuesday	16th	6.30pm	Bearsden Academy Staff Room	Monthly Meeting
May	Wednesday	8th	6.30pm	Bearsden Academy	Monthly

				Staff Room	Meeting
June	Monday	10th	6.30pm	Bearsden Academy Staff Room	AGM