

St Joseph's College P.T.F.A.

Minutes of meeting held on
Annual General Meeting
23rd April 2018 @ 7pm

1	Present	Melissa Roberts, Rebecca Latham, Tracy Middleton, Marie Parks, Heather Sproston, Yvonne Licata, Clare Topping, Maria Lehigdowicz, Margaret Sherratt	Actions
2	Apologies	Harry and Janet McCauley, Julie Dudley, Doreen English, Alex Baines, Tammy Walker, Keli Shipley, Kasia Watts, Sarah Parker. Carmen Chilli,	
3	Opening Prayer	Prayer was led by Ms M Roberts	
4	Minutes of previous meeting	Minutes of our meeting held on 3 rd April 2017 were accepted as a true record. Proposed Yvonne Licata, Seconded Marie Parkes	
5	Matters arising thereof	None	
6	Chairpersons Report	<p>Thank you for all your support, in what has been an even more challenging year, as time and money from all has been in short supply. With the current budget restraints and our fall in number of people who are willing to get involved, it is more important than ever to raise awareness of the work of the PTFA and recruit new parents, I would like to state that it is not necessary to attend the meetings but we are faced with many long standing supporters moving on as their child/ren leave the school. Without this the PTFA will be faced with the tough decision of closing.</p> <p>As I step down from the role of Chair and would like to wish my successor good luck and have a great and productive term of office.</p>	Tracy
7	Treasurers Report	<p>Presented the statement of Accounts for the year Jan 2017/ Jan 2018 as prepared by Davies Sigley Accountants. See attached.</p> <p>Adoption of these accounts proposed Melissa Roberts, Seconded Tracy Middleton all in favour.</p> <p>Letter of thanks to be sent out to Messrs Davies</p>	Harry Heather

		<p>Sigley . and the meeting recorded a vote of thanks to Harry for all his work</p> <p>A short discussion took place on the short fall of £43.00 on "Tom's Garden", the meeting agreed to stand the cost of this.</p>	
8	APPOINTMENT OF OFFICERS	<p>Chairperson - Vacant</p> <p>Vice Chairperson - Vacant</p> <p>Treasurer - Harry McCauley</p> <p>proposed Tracy Middleton Seconded Margaret Sherratt</p> <p>Secretary - Heather Sproston</p> <p>proposed Tracy Middleton Seconded Margaret Sherratt</p> <p>Publicity Officer/PR - Vacant</p> <p>Events Co-Ordinator - Vacant</p> <p>Web Shop Manager - Vacant</p> <p>1st Kitchen Lead - Heather Sproston</p> <p>2nd Kitchen Lead - Vacant</p> <p>800 Club Manager - Tracy Middleton</p> <p>Proposed Heather Sproston Seconded Clare Topping.</p> <p>We would like to see all these posts filled if possible to spread the work load and also ensure that we have continuity as members move on.</p> <p>Rebecca Latham's mum Jenny has expressed an interest in the Kitchen Lead, Heather added that if Jenny could shadow over the next 12 months this would be great, as Heather would stand down in April 2019 from this post.</p>	
9	Any Other Business	None	
10	Date and Time of our next meeting	<p>Monday AGM April 2019 7pm RE1</p> <p>Date to be confirmed</p>	