

PSA Meeting Minutes Friday, 23rd January

Attendees: - Michelle, Caroline, Kate, Katie, Laura L.

Online- Asha

Agenda Overview

The group discussed three main events:

- * Valentine's Day Fundraiser
- * Mother's Day Craft Sale
- * Summer Fair

Valentine's Day

We thought about doing a cake sale, similar to last years. Proposed Date: Friday, 13th February.

Last year's theme was *"Buy a Treat for Someone Sweet"*. The group may consider a new name for this year.

Key Points from Last Year

Feedback indicated the need for two tables to manage the volume of cakes and children.

Actions

-Letter for cake donations to be written and distributed to parents/carers, requesting that cakes be brought in on the day.

-PSA members to arrive by 2:30pm on the event day to unpack donated cakes and set up.

Mother's Day Craft Sale

Proposed Date: Friday, 13th March

Discussion

Aim is to sell a small craft item that children can purchase for mothers or mother-like figures.

The craft must not be a bracelet, as this was used last year.

Ideas Suggested - Wooden keyrings (initial idea to explore). More ideas welcome.

Actions

Decide on the chosen craft and place the order by 23rd February.

Arrange a PSA making/assembly day on Friday, 6th March, similar to last year's in Oru.

Summer Fayre - Date: Saturday, 13th June

Theme: Jungle Theme agreed.

Key Points

- * Sponsorship worked well last year and will be continued.
- * A flyer will to be developed
- * Tokens used instead of cash – worked very well last year. Although we need to be clear this year that the tokens can only be used on school led stalls and not the external vendors as last year external stallholders received tokens, which caused confusion and required working out equivalent cash value.

Actions

- * Begin thinking of games, stalls and activities that fit the -jungle theme.