Summary of AGM held in Lochside Primary School on Monday 10th September 2012 at 7.00pm

**Present** Fiona Sword, Lee-Ann Gunn, Jennifer Garnes, Amanda McKenzie, Debbie Chalmers,

Lynn McCulloch, Pamela Strachan, Karen Foley, Rhona Pittendreich, Pauline Rushworth, Melanie Cargill, Lynne Wheat Simpson, Victoria Smith, Elaine Gray, Mairi Bell,

Joan Singer & Stacey Guild

**Apologies** Jennifer Scott & Melissa Kramer

**Welcome & Minutes from last AGM**

Fiona welcomed everyone to the meeting. It was agreed that the minutes from the last AGM were a true reflection.

**Chairperson Report**

Fiona started by thanking everyone for their hard work over the past year. She followed by briefly discussing each fundraising event held last year and agreed that the group managed to raise a fantastic amount. Fiona also spoke of the groups involvement in recruitment of both the new Head Teacher & Deputy Head Teacher and also about the new library.

The full report will be filed in the minute’s folder. A copy is available from Lee-Ann by request.

**Treasurer Report**

There was no report this year due to Neil’s retirement, so Fiona added a few details of the amounts raised into her Chairperson Report. The bank balance is sitting at a very healthy £3383.52.

**Election of New Committee**

All committee members stepped down from their positions. The following office bearers and committee members were elected:-

***Chairperson*** *- Fiona Sword Proposed by Jennifer Garnes*

*Seconded by Lee-Ann Gunn*

***Vice Chairperson*** *- Lynn McCulloch Proposed by Lee-Ann Gunn Seconded by Debbie Chalmers*

***Treasurer*** *- Elaine Gray Proposed by Fiona Sword Seconded by Debbie Chalmers*

***Secretary***  *- Lee-Ann Gunn Proposed by Fiona Sword*

*Seconded by Jennifer Garnes*

***Staff Members***  *- Joan Singer*

***elected to committee*** *Mairi Bell*

*Stacey Guild*

*Jennifer Scott*

***Parent Members*** *- Karen Foley*

***elected to committee*** *Debbie Chalmers Melissa Kramer*

*Jennifer Garnes Pamela Strachan*

*Amanda McKenzie Melanie Cargill*

It was agreed that Elaine will now be added as a signatory to the Bank Account and Neil Johnston will be taken off. Fiona & Lee-Ann would remain as existing signatories for the bank account.

**A.O.B**

Community Lounge Carpet – Lynn approached the committee on behalf of the Mouse Club with a cash request to help replace the carpet in the Community Lounge. It was briefly discussed to try and ascertain who was responsible for the carpet – the school, the users or Tayside contracts. It was agreed that we would agenda the item for the next meeting.

Lollipop Lady Mary – Debbie asked if someone could address Mary’s retirement with the school children as there was no mention of her leaving. It was agreed that after so many years as our lollipop lady it would be nice to give her a belated gift. Victoria will sort within the school.

M&S Uniforms – Jennifer brought in a selection of school uniforms from her own school to show the group. It was agreed that the quality was very good and it was nice to see a better range being available. Jennifer advised how easy it was to set up the site on M& S website and how easy it was of the parents to order from the site. Victoria agreed to take a look at the uniforms and costs and will report back to the group at the next meeting.

Book Bag – Debbie brought in a Book bag from another school and the topic was raised again. We discussed the pros and cons of having a bag. It was agreed that we would fund the purchase of bags for all pupils – if any bags were lost or mistreated then it would be parents/guardians responsibility to pay for a replacement for their child via the school. Victoria will organise and advise us of the cost.

School Groups Clothes – Lee-Ann raised the question - Would it be good for the school groups to have a set of Lochside Primary School clothing available when out at events? On attending various events last year it was noted that most school have their children wearing a smart sports kits with the school name. Ideas were raised about having a bag with the full kit inside it, numbered and when needed, it would be signed out to the child, the parent/guardians would then be liable for it until the complete kit was returned to the school in a satisfactory condition. Victoria advised that she ordered a set of 20 kits for her last school at a cost of around £800. Debbie added that Angus Fosterers were looking to sponsor a local group and this may be a good way of getting the kits. It was agreed to add to the next agenda.

Outdoor Classroom Maintenance – Debbie asked on behalf of her husband, Mark, whether there was maintenance required. No one knew of anything at present, but someone would check and let her know.

**Date and Time of Next AGM**

The next AGM date will be decided at a late meeting.

Our next committee meeting will be held on Monday 29 October at 6.30pm.

Fiona thanked all for coming and closed the meeting.