**Glenwood Parents Committee Meeting Minutes**

**09:00 hours - Friday 31st of January 2020**

In attendance:

Katie Cuthbertson - Treasurer Sarah McDonnell - Chairperson

Victoria Emma Stevenson

Gail Kane Gillian Hailstones

Julie Shields – Depute Head of Centre Caroline Wilkinson – Secretary

**1/ Pamper Evening Overview:**

Date: Saturday 28th of March 2020

Location: Maccabi, Giffnock (Hired from 6pm – 12midnight)

Start Time: 7:30pm End Time: 11:30pm

Ticket Price: £5 each – Drink (soft drink or prosecco) on arrival and snacks

Ticket printing: Moira has volunteered to print these

Bar on offer: No, Bring your own

Food on offer: Snacks provided by the Parents Committee, and on sale from stallholders

**2/ Pamper Evening Stallholders: Use list from last year to invite stallholders**

Body Shop Joanne (Charlotte from the Blue Group’s Mum)

The Wee Chocolate Company Vikki MacQuarrie

Eyebrows Maria

Nails One Lounge

Perfume Stall

Tablet Stall

Photography Stall

Cost of hosting a stall: £15 if not linked to the nursery

£10 if linked to the nursery

It has been proposed that there are more pamper stalls introduced in 2020.

**4/ Marketing Plan**

Glenwood Parents Whatsapp Group - Hold the Date Saturday 28th of March 2020

Glenwood Parents Facebook Site

Glenwood Email Distribution List – email from Moira to parents

“Go Giffnock” Facebook site

Send home an envelope to all parents via the sign-in sheet, which will include an order form for both tickets and raffle tickets.

**5/ Raffle Prizes for Pamper Evening**

* Letter template to be prepared for distribution to local businesses.
* Raffle Prizes – Can any parents donate a raffle prize?

**6/ Date of next Parents Committee Meeting: Friday 14th of February 2020 at 09:00.**

**10/ Key Dates – 2020**

|  |  |  |
| --- | --- | --- |
| **Date:** | **Activity:** | **Volunteers Required:** |
| Friday 14th of February 2020 | Parents Committee Meeting | N/A |
| Saturday 28th of March 2020 | Glenwood Pamper Night | Buy tickets!  Buy raffle tickets  Invite friends and family  Donate raffle prizes |