

# MINUTES OF FOTS GENERAL MEETING HELD 2.30 P.M. 13<sup>th</sup> OCTOBER 2017

Those Present: Lou Carver (LC), Carrie Wheeler (CW), Denise Freeland (DF), Jenny Neale (JeN), Katherine Harvey (KH), Cleide Silva (CS), Lisa Nokes (LN), Maria Higgins (MH), Jade Neale (JaN), Weronika Kucharska (WK), Willow Dines (WD), Elaine Reed-Hughes (ERH),

	<b>Action</b>
<b>1.0</b> Chair opened the meeting and thanked everyone present for attending.	
<b>2.0</b> The purpose of this meeting was to discuss a way forward for FOTS. The aim was to set up either a volunteers group or sub-committees based on the volunteer forms that had been returned. All those present agreed that they would be happy to volunteer for FOTS to enable the association to continue with its fundraising.	<b>ALL</b>
<b>3.0</b> MH advised that unfortunately due to current health regulations FOTS would no longer be able to do the weekly Tuck Shop. Discussion took place as to whether it would be possible to do a ½ termly tuck, (based on donations), or termly Cake Sales. JeN, KH & CS advised that they would be happy to volunteer for the cake sales.	<b>JeN,KH&amp;CS</b>
<b>4.0</b> The following fundraising dates and who would be available to volunteer were then discussed and agreed with MH: 19 <sup>th</sup> October – Halloween Cake Sale/Treats : KH, JeN & CS. 15 <sup>th</sup> December – Christmas Disco 4.30-6.00 : DF & WD to organise. More volunteers required for this event. DF to send WD previous information regarding Disco, i.e. food requirements, ticket details etc. 19 <sup>th</sup> December – Christmas Party : JaN advised that she would be happy to organise this event. LC to oversee and provide information on previous year’s event. JeN, LN, ET, & KH to help on the day. KH said she would speak to her husband re: Santa.	<b>Jen,KH&amp;CS</b>  <b>DF/WD</b>  <b>ALL</b>
<b>5.0 Any other business:</b> LC advised that she would try and make contact with Kelly @ Tesco regarding future donations. ERH advised that she would be happy to organise another Quiz Night. DF advised that she would arrange for the public liability insurance to be renewed. CS advised that she would be happy to organise/source any raffle prizes for future events. WD advised that her sister had a bouncy castle/soft play business and could we consider for future events, i.e. Easter Fete/ Summer Fair. DF advised that she would set up a Volunteers page on Facebook so that we could all keep in touch to discuss future events.	<b>LC</b> <b>ERH</b> <b>DF</b> <b>CS</b>    <b>DF</b>
<b>Meeting concluded : 3.00 p.m.</b> <b>Next meeting : TBC</b>	