**FRIENDS OF CULTERCULLEN SCHOOL - AGM**

**Staff Room, Cultercullen School**

**Monday 12th June 2017**

**18:30-19:30**

**Present:** Susan Watt (Chairperson), Jane Brebner (Secretary), Fiona Massie (Treasurer), Jane Austin (Acting Head Teacher), Marie Gilpin, Alistair Reid, Lindsay McKenzie, Vikki Jannetta, Helen MacPherson, Alison Gagné (P4-7 Teacher), Nicky Strachan, Shona Gray, Mae Campbell, Kirsty Kemp, Mike Whyment, Emma Garrow, Gemma Laing, Cllr Andrew Hassan, Cath Smart, Cllr Paul Johnston & Jenny Fyall.

**Apologies:** Cllr Jim Gifford, Rhonda Robson, Lynsey MacAlister.

1. **Welcome and apologies**

Mrs. Watt welcomed everyone to the meeting. Apologies were received.

1. **Minutes of Meeting on 24th April 2017**

Minutes were approved, including the Special Meeting minutes from the 8th May.

Susan Watt thanked Jane Brebner for the minutes and the work undertaken as Secretary over the school year.

1. **Matters Arising**

**Library Shelving** - **Nicky Strachan** spoke about the application for Shelving and new Books for the Library. The funding was awarded of £1,100 from the Wind Turbines. FOC to match fund of £300. **ACTION**: Ms Austin, in conjunction with Mrs Strachan, to order the shelving and provide a list of books for the value of £300.

1. **Chair Report**

**Susan Watt** confirmed the following:

* Money is still available from the Wind Turbines, with £24,000 funding currently available. School to look at submitting an increase in applications, with a possibility of one prior to each meeting. AGM is 23 August 2017, with an application closing date of 9 August 2017.
* Bags2 School collection raised £84. The next pickup will be in November 2017.
* Parent Council details have been confirmed with the Council for the annual funding, with payment expected to be around £270, paid around September 2017.
* Confirmed attendance at the annual Chair meeting at Meldrum Academy on 15 June 2017, with an update provided later.
* Document listing items funded at the value of £2715 for 2016/2017 was presented, with costing of Gangsta Granny trip to be added.

1. **Treasurer Report**

**Fiona Massie** confirmed the balances of the following accounts:

FOC Opening Balance £3,472.45

Income +£6,338.85

Expenditure -£4,888.23

Closing Balance **£4,923.07**

Friends of Cultercullen School Balance £899.47

School outing to HMT to see Gangsta Granny and Sports Day at Aberdeen Sports Village still to be paid for.

Since the Closing Balance had been confirmed there has been the following amendments:

**FOC Opening Balance** £4,923.07

Income +£84.00 (Bags2School)

Expenditure -£348.90

Closing Balance £4,658.17

Donations from Gangsta Granny approx. £350.00

Approx. Closing Balance **£4,698.17**

**Marie Gilpin** confirmed the balance of the following account:

Cultercullen Football Team £319.85

* Mrs. Gray asked how the money is going to be spent as there is a great amount sitting the Bank Account. Less has been spent since last year. Ms. Austin and Mrs. Gagne to compile a list of items they wish to purchase at the start of the new school year.
* Looking at organizing a school disco, maybe at Halloween time.
* Mrs. Watt thanked Mrs. Massie for all her work on the accounts and Mrs Gilpin for the football accounts.

1. **Adoption of Accounts**

The accounts have now been audited by Angela Lyons via Lindsay McKenzie and were passed. Adopted by all present at meeting. Mrs. Watt thanked them for their assistance.

1. **Appointment of Independent Financial Examiner**

Agreement for Lindsay McKenzie to be appointed as the independent auditor for 2017-2018. Lindsay MacKenzie was thanked.

1. **Head Teacher Report (Ms. Jane Austin - Acting Head Teacher):**

* **Interviews for Head teacher (3 Days a week)** - 3 Applicants for post. 2 went through to Final Interview on Fri 16th June. Depending on applicant being successful they should be in post by August 2017. **UPDATE** since meeting - Mrs. Gagné has been appointed part-time Head teacher along with Mrs. MacArthur.
* Ms. Austin said a BIG Thank you for all the support the School has had over the past year.

1. **Fundraising Report:**

* **Sponsored Dance** - The dance took place on Sat 10th June at the School and went very well. BIG Thank you to Gayle McCombie for all the work she did. Following the meeting a fantastic £788.60 was raised.
* Baking and Raffles sold at the event and raised £100.60. **UPDATE** since the meeting: a fantastic £788.60 was raised.
* Mrs. Watt said Thank you to Kirsty Kemp, Lynsey MacAlister and Jane Brebner for their help on the afternoon of the dance.
* **2016-2017 Report** - Christmas Fayre raised £2,100, Bags2 School £84 and Christmas Cards £58. Spree Books will be distributed again for 2017/2018. The plan will be to keep a note of whom has them as some were never returned last time.
* **Easyfundraising** - Helen MacPherson spoke about Cultercullen having an account on Easyfundraising.

**ACTION:** Jane Brebner is investigate and check which account this is linked to.

* **End of Term Picnic** - Helen MacPherson to do baking for the Picnic and raise some money again.
* Discussion then started around the Christmas Fayre for 2017, maybe look at doing something in Spring/Eastertime 2018 instead. To discuss in detail when return in September.
* Mrs. Watt wished to thank all Parents for their continuing support, assistance and fundraising throughout the year, highlighting the amount of work undertaken by all involved, which has resulted in another successful year but emphasized the difficulties arising with staffing issues.

1. **Election of Committee Members:**

**Committee Members are:**

Susan Watt, Cath Smart, Kirsty Kemp, Lynsey MacAlister, Elaine Reid, Marie Gilpin, Helen MacPherson, Fiona Massie, Jane Brebner, Nicky Strachan, Shona Gray, Mae Campbell, Mike Whyment, Jenny Fyall and Vikki Jannetta.

**The following are carrying on as elected members:**

Treasurer: Fiona Massie

Secretary: Jane Brebner

Chairperson: Susan Watt

Football Club Treasurer: Marie Gilpin

Uniform: Lynsey MacAlister

1. **AOB**

* Cath Smart wanted to say a **BIG THANK YOU** to all the Teachers at Cultercullen School.
* Also, **THANK YOU** to Drew & George for the Football.
* Cath Smart, along with Nicky Strachan, were thanked for undertaking the Science Club, and highlighted that the Goblin Car event will be held in Alford this Saturday 17 June 2017 with the P5-7.

1. **Next Meeting:** Monday 28th August at 18:15 (Staff Room, Cultercullen School).