

**Harpenden Academy
Friends of Harpenden Academy
Registered Charity No. 1159562
ANNUAL GENERAL MEETING**

12th October 2021

Held via Zoom at 7:45pm

Minutes

Attendees:

Shavalyea Gilbert, Jackie Clode-Dickens, Aubrey Caulfield, Emma Hawke, Nicola McGeown, Bonnie Frith, Natalia Keller, Joanna Deegan, Jess McGinty, Kirsty Hollywood, Ying Jiao, Jane Cziborra, Adam/Amira Badi, Nermin

Apologies:

Annie Wilkinson-Rooney

Introductions from Core Committee including Events Teams

Minutes of last AGM approved

Chair's report 2020/2021:

To be posted to Classlist (SG) Purpose, core members, highlights, purchases, challenges (primarily Covid related) and reflections shared by SG (see report for full details) Thanks to other key members of the FoHA community including local businesses included. Overview of spending highlighted alongside donations - SG requested that all added FoHA to their Amazon Smile in order to benefit from funding as a result of personal purchases. Reminder that all members of the school community are members of FoHA and welcome to attend any meetings (dates always publicised via classlist and in agendas/minutes. JCD shared overview of plans for the coming year (see full report) and transparency of how fundraising goals are agreed upon. Thanks extended to every member of the team.

SG opened to questions. SG shared email address for any arising after the call.

Adam - Will comedy event be the first 'in person'? - Yes!

Natalia - Are we changing or adding a uniform supplier? Will it be different uniform? - SG confirmed the uniform will remain the same, just an additional option for purchasing.

Jane - Do Elmer have a garden? We still haven't seen the school! - SG/JCD confirmed no garden as yet; there is a space and it will be created. Plans in place and budget signed off. SG extended hopes that all parents will be able to see more of the school this year.

Treasurer's Report for the year ending 2021

See full report for details. Sept year End. Draft a/c so some minor amendments still to be included. EH shared income from events year on year since 2014 for comparison. JCD questioned the overlap of categories - EH confirmed this was just an issue of how they had been labeled and could be further broken down. Adam Bodi raised the question of grants - is this something we have considered? SG confirmed grants is something to be looked into in 2021 as is match funding (to be linked to fundraising event) Adam confirmed he could support with this. Kirsty/Jess confirmed the token system in Waitrose is a route previously used.

Balances as @ 10.10.21

Business Banking Account	£1,230
Treasurer Account	£6,142
Paypal	£341
Total	£7,713

Income	Amount
Events*	£18,600
Other Fundraising*	£5,378
Grants^	£2,652
Total Income	£26,630

Expenditure	Amount
Event Expenses	£5,264
Other Fundraising Expenses	£9,242
Donations	£15,215
Admin Expenses	£399
Total Expenditure	£30,120

Election of Core Committee:

- Chair - Jackie Clode-Dickens/Shavalyea Gilbert
- Secretary - Rebecca Cracknell
- Treasurer - Emma Hawke
- Sub-Secretary -Kirsty Hollywood
- Sub-Treasurer - Aubrey Caulfield
- Event Managers - Katherine Haines (Comedy) , Nicola McGowan (EEH), Joanna Deegan (EEH)

SG requested any other nominations for roles of which there were none. Polled and 100% supported those nominated and already in post. SG discussed additional roles:

Christmas Disco - Jess McGinty confirmed ability to lead. Nicola and Bonnie agreed to support. Matt Frith to be Santa.

Christmas tree lead (to shadow Susan Leggott in 2021) - JCD shared on Classlist and suggested any interested parties might be able to discuss with Susan prior to confirming. SG requested Class Reps could push with own classes.

Upcoming Events

- Harvest Festival - Fri 22nd October - **parents needed at drop-off until after assembly** to help collect/pack donations in the AM - Class Reps to share. Sign up sheets to be set up on Classlist. JCD suggested 6-8 volunteers required. Perfect for anyone attending assembly!
- Poppy Appeal - Thurs 11th November - will need parents the weeks leading up to it at drop-off to help with collecting donations. Confirmation of specific requirements in early November. Nicola confirmed items had been ordered and she will chase up. 2-3 parents required each morning.
- Comedy Night - Sat 27th November - 7pm - until - will need parents for setup Friday 26th evening and on the 27th from 5pm and clear up the morning of Sunday 28th - **NEEDED NOW - SELL, SELL, SELL & BUY TICKETS** if you haven't done so! At present, focus on selling tickets. Aim of 100 sales. Food (mezze platter) and welcome cocktail available in addition this year. £15 (food/drink extra) per person.
- Christmas Tree Sales - will need volunteers for collection (9:30am - 10:30am both days) & delivery (9am - 3pm both days) of trees on Friday 3rd & Saturday 4th December. We will also require some help organising the trees when they are delivered to the school - more details to come...until then **BUY YOUR TREES AND SHARE WITH FRIENDS!!**
- Christmas Disco - Friday 10th December - after school - will need volunteers to help with a variety of tasks - more details to come...
- Save the Date - Easter Egg Hunt 2022 - Good Friday - 15th April 2022!

NEXT FOHA GENERAL MEETINGS

Meetings are held once per term either at School or via Zoom. Smaller 'team' meetings planned for specific events. SG polled timings and 8pm saw majority with 58%.

Thursday 27th January - 8pm

Thursday 19th May - 8pm

AOB

Natalia feedback her positive comments received when discussing the school in the wider community - gratefully received by all! JCD reiterated that community engagement was a key focus and something the school/FoHA are always looking to grow so all suggestions welcome.

Fireworks tickets (Rugby Club event) on sale now with 50 % of sales going to the school.

Adjournment