

Friends of St Michael's School

Committee Meeting Agenda

Date: Tuesday 9th July 2019

Time: 19:00 – 20:30

Location: The Royal British Legion, Kingsteignton

Please notify Pippa or Sarah via friendsofstmichaelschool@outlook.com (in advance of the meeting) if you have any items under AOB. Thank you.

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| 1. Welcome and introduction to the meeting (7.00 – 7.10pm) <ul style="list-style-type: none">• Welcome any new faces• Receive any apologies• Agree previous minutes | Pippa/Sarah |
| 2. Treasurer's Report (7.10 – 7.15pm) <ul style="list-style-type: none">• Balance in the bank & any pending transactions | Emily (Rich) |
| 3. Roles (7.15 – 7.45pm) <ul style="list-style-type: none">• Class reps 2019 – 2020• Leaders for different events/initiatives | Pippa/Sarah |
| 4. Future event planning (7.45 – 8.15 pm) <ul style="list-style-type: none">a. Year 6 Leaver's Refreshmentsb. Tea & Tissuesc. Penny Wars Challenged. Discoe. Christmas Rafflef. Christmas Cards | Pippa/Sarah
Sally
Hannah |
| 5. Raise AOB (8.15 – 8.25 pm) | Pippa/Sarah |
| 6. Date of next meeting (8.25 – 8.30 pm) | Pippa/Sarah |
| 7. Close of meeting Pippa/Sarah | Pippa/Sarah |

Everyone is welcome to attend our meetings - you don't need to be a committee member, and you don't need to commit to coming every time. Just join in when you can!