Collis School Association

Minutes of CSA meeting

2nd March 2015

Present: Tanja Kent (TK), Lindsay Brodin (LB), Sophie Kay (SK), Nicola Johnson (NJ), Jane Way (JW), Elaine Lee (EL), Frances Wells (FW), Lucia Prentice (LP), Paula Dumonde (PD).
Apologies: Fiona Maling (FM), Belinda Ellis (BE), Nina Bradburn (NB).

Item		Actions
1	**Welcome, introductions & apologies for absence. Committee stand downs**	-
2	**Situations vacant:** **Cake Sales Co-ordinator.** Nina has been doing a fabulous job for the last 2 years. Her role will be advertised in the CSA Newsletter. **Finance.** Frances would like to advertise for a new co-treasurer, asking interested parties to attend the CSA for a few months before committing. Frances is happy to continue until someone comes forward. **Chair.** Tanja's 2 years are nearly up. She is however happy to stay until someone else steps up. We need to check the constitution to check if it needs changing.	**TK** **-** **TK**
3	**Matters Arising from AGM.** Survey Monkey is half done but needs find tuning. LB happy to help.	**TK/LB**
4	**Forthcoming events:** **Quiz Night 6th March.** Ticket sales are increasing. Currently approx. 60 sold but LP will be out in playground tomorrow selling tickets. Last year sold 140 tickets. This year aiming for 100-120. Health & Safety has been done but the Event Request Form is outstanding. A C-touch screen has recently been delivered, which may be available to be on display. If not the CSA asked whether a YouTube video of a C-touch screen in action could be shown on the night. **School Laser Disco 24th April**. This is being run by TK but we would like a co-ordinator for this event if possible. The DJ/Disco has been booked. This event will use the new online ticketing system for the first time. We pay £17.50 per month for the system. **Infants Film Night 1st May**. The film has yet to be confirmed. Book of Life is currently in the frame. **Dad's Football 16th May**. Date to be checked with Lynne. Mr Loizos has proposed it is followed by a Dad's Night Out (fish, chips & beer fund raiser with a guest speaker). Staffing at school might be an issue. He needs to fill in an Events Form and discuss with LB. An off-site option like St John's Hall might work better. TK/FW happy to work with James on the event. We should also email Russell and Karan Mallya, who came to a meeting in November. NB. FW has subsequently spoken to James and the speaker is not available on 16th May so he may pursue it for a date later in the year.	**LP/JB** **TK** **Info** **Info**

Item		Actions
	Summer Event (date TBC). FW proposed a smaller event than normal, a family scavenger hunt done over a week, to prevent a scrum. Suggest involve local businesses by sponsoring a clue. Culminating in a family BBQ at the school, with choir singing/bands playing. Ice creams. Large Jenga's/Connect 4. Would like to consider a larger donation upfront for tokens or band to allow kids to use the facilities without needing cash – this should reduce the need for floats. Jules in Y2 has said she is happy to co-ordinate the BBQ/FW to do the scavenger hunt. The Senior Leadership thought it was a wonderful idea – well done Frances!	**FW**
5	**Financial Report** Account balances as per statement dated 30th Jan 2015. Reserve Account £ 7,890 Current Account £30,929 Total £38,819 Cheques not cleared £ 15,453- Deposits made £ 757 Total Funds £24,123 Reserve £5,000- Allocated Funds £2,425- Available to spend £ 16,698 FW to follow up on the playground allowance for LB and has confirmed that the items on the presented statement have been paid for by the CSA.	**BE/FW**
6	**School's Wish List:** **C-touch boards.** All wipe boards are becoming redundant (now projector screens only). Cost £3.5K each. In multiples of 5 we will get a good discount. The idea is to buy 6 initially to cover Y1 and Y2 (c. £21K). Eventually need 28 in total plus an extra 2-4 if the school expands further. **Sponsor a post/bench**. TK to sit down with LB to discuss the structural elements of the meadow ie. Meterological stations. Also outdoor musical equipment and science. School Council needs to keep working on this.	**Info** **Info**
7.0	A.O.B	
7.1	• The school plans to celebrate 150 years in September 2015.	**Info**
7.2	• There is a new home for the CSA on the school's website. The CSA has it's own button.	**Info**
7.3	• SW and NB have been working on a sponsors page for the website.	**SW/NB**
7.4	• School Newsletter this week. The CSA asked the school if it would be willing to include a note to families to galvanise greater support for the CSA. At this meeting only 6 parents attended!	**School**
7.5	• In future, those people organising events need to brief NJ so that she can ensure the new online ticketing service works properly.	**Info**
7.6	• It was agreed to have an afternoon CSA meeting with senior leadership members present. The date of this meeting has subsequently confirmed as Thursday 16th April.	**Info**
	Next Evening Meeting: Monday 11th May, 8pm as The Railway	