



## Minutes of Meeting held on 10th September 2018

### At St Ambrose College

Present: Mr Groves, Mr Cutting, Joanne McEntee, Andrea Mottram, Neil Priestner, Mary Ireland, Nathalie Lawrence, Lynda Nempotakis, Philomena Mezatio, Julie Hawkes, Nicole Telfer, Catherine Callen, Julie BASTin, Lucia MacDonagh, Sarah Welby, Justine Wilson, Vicky Walker, Ramesh Maran

Apologies: Nadia Allen, Will Bonning, Anna Warwood, Stella Corran, Andrea Kelly

A warm welcome was given by members of the committee to all new attendees this evening and to Mr Cutting who joins us as parent liaison to the College.

1. Minutes of last meeting were approved by the committee, proposed by Mary Ireland and seconded by Linda Nempotakis.
2. Matters Arising – new attendees were invited to complete consent to hold information forms in line with updated GDPR guidance; information shared about St Ambrose Charity by new trustees Mary Ireland and Andrea Mottram – encourage as many people as possible to contribute to this scheme to enhance the boys' opportunities throughout their school lives.
3. Treasurer's Report – Neil Priestner gave a brief overview of SAPA's main fund-raising events and informed everyone that £5.5k had been donated to each of the College and the Prep School during the last year.
4. Summer Party – all involved in this event agreed that it had been a great success having sold all 200 tickets and achieved a profit of £3,831.92 (in line with previous profits from the Summer Ball). Agreed to go ahead with event for next year on 14<sup>th</sup> June 2019 – Sarah Welby will book this date with Bowdon Rugby Club. Further discussions regarding additional fundraising, catering etc to take place nearer the time.
5. Lottery Clubs – Neil Priestner informed us that the 500 Club remains closed at the College so as not to detract from the Sports Lottery however the 100 Club is still in existence at the Prep School although poorly supported. Mr Groves asked for it to be minuted that all funds raised by SAPA are

shared 50:50 between the two schools. Agreed to send out information to all Prep School families to encourage new donations and to advertise at the Christmas Fair. Linda Nempotakis to request a copy of the mailshot normally sent out by the Prep for herself and Neil Priestner to look at and update as required.

6. Scalextric Race Night – our first event of the year to take place on Saturday October 13<sup>th</sup>. Although this only made a small profit last year it was well received by the boys and with new ideas for additional fundraising it was felt to be worthwhile running again. Ticket prices for racers will remain the same at £9 however spectator charges are increased to £2 – these will be available through the Prep School and on Parentmail for College boys. Advertising for the event will be done on social media by Nathalie Lawrence and Joanne McEntee has organised posters. The food truck has been booked again and SAPA will receive 20% of profits from this. There was lots to organise and the following have offered their services: – Nathalie Lawrence and Stella Corran – refreshments including drinks (Nathalie and Jo to liaise about alcohol requirements separately); Belinda – trophies; Nicole Telfer and Lucia MacDonagh to co-ordinate lanyards and cards for the night; Vicky Walker – games co-ordinator including Drop the Coin, Mariokart on Wii, magnetic darts. Joanne will coordinate lucky dip including organising requests for prizes through the schools). Joanne McEntee will apply for the alcohol licence. A volunteer list was passed round for help on the night along with a copy of the Risk Assessment for comments at the next meeting. Joanne McEntee and Andrea Mottram will provide first aid cover on the night. Many thanks to all.
7. Christmas Fair – heads up for the date which is Sunday 25<sup>th</sup> November 2018. As this is our biggest fundraiser as many volunteers as possible are required to be involved. Consider ideas for raffle prizes to be discussed at the next meeting. Julie Bastin has kindly offered to take charge of revamping the grotto and Nathalie Lawrence is to look at sourcing fresh table cloths.
8. Quiz Night – again heads up for the date Friday 8<sup>th</sup> February 2019. After much discussion it was felt that this event could be combined with a games evening and aimed at families rather than just adults.
9. Deputy Chair Position – this is an extremely important role and is currently empty. Any volunteers are urged to put themselves forward to gain experience shadowing our current chair Joanne McEntee as she steps down from this position at the end of the academic year and a successor will be needed.
10. Any Other Business – there is a potential candidate, Jon Langston, to take over the management of the SAPA website from Will Bonning; volunteers required to run the next School Uniform sales which continues to be a great source of income – Sarah Welby and Nicole Telfer will kindly do Monday 8<sup>th</sup> October. Joanne McEntee will circulate a list for future dates at the next meeting; fund matching – to be discussed in detail at the next meeting.

**Next Meeting Monday 8<sup>th</sup> October 7pm in the College**