

Friends of Ballylifford (PTA)

Minutes of Meeting

Date:	Wednesday 10 th November 2021
Time:	7.00pm
Venue:	Ballylifford Primary School
Present:	Brenda Mclvor (Chairperson), Fiona Conway (Principal), Lisa Hamilton, Toni O'Neill, Claire McOsker,
Apologies:	Roisin Egan, Fiona McCusker, Margaret Ann McKee, Linda McOsker

1) Annual General Meeting

Nominations and Election of Office Bearers:

Officers bearers appointed.

Position:	Nominated:	Proposed by:	Seconded by:
Chairperson	Brenda Mclvor	Lisa Hamilton	Toni O'Neill
Vice Chairperson	Lisa Hamilton	Brenda Mclvor	Toni O'Neill
Treasurer	Toni O'Neill	Lisa Hamilton	Toni O'Neill
Vice Treasurer	Linda McOsker	Lisa Hamilton	Toni O'Neill
Secretary	Claire McOsker	Lisa Hamilton	Toni O'Neill
Vice Secretary	Roisin Ryan	Lisa Hamilton	Toni O'Neill

Committee members for 2021-2022 include:

Fiona Conway

Margaret Ann McKee

Fiona McCusker

2) New members:

Lisa Hamilton and Linda McOsker welcomed as new members.

3) Bank Account Balance/Finance:

- Balance In BOI FOB account as at 10/11/2021 £579.44

Account mandate needs updated to reflect new Principal Fiona Conway. Fiona to print mandate.

New signatories to be agreed and relevant documentation to be provided to bank.

- Financial Statement, Financial procedures and constitution were distributed to members at AGM. These had been signed off by 3 members on 20th October for the purpose of a

grant application which had to be completed by the 22nd October which was before the AGM had been scheduled.

4) Events:

Christmas - Various events discussed. Outdoor cinema, Annual Raffle, Visit to Santa etc.

Events decided upon.

- The school are holding a Guess the Elf name competition for the children. £1 a guess
- School annual Christmas draw. Brenda McIvor suggested Advent Calendar draw. A prize each day in December up to Christmas Eve.

FOB are to source prizes. Claire McOsker suggested asking Family and businesses to donate prizes. Fiona Conway to issue request via newsletter.

FOB to assist. School to prepare tickets, FOB to assist if required. Tickets £5 per ticket or £20 for 5.

FOB to purchase selection boxes for all children to be distributed after Christmas lunch/Santa run Daily mile. Lisa Hamilton to price in Asda. Toni O'Neill to price Tesco.

- Roisin Egan to liaise with Corky from Kinturk Hall about Drive in Movie night. How does it work etc. for future event.
- Movie Night in Classroom discussed. 2/3 hours on a Friday evening. To be discussed at next meeting. FOB to support
- Easter Smartie Tubes Fundraiser Agreed. FOB to source and purchase tubes.
- June Sponsored Colour Run. Paint left in school. Possible venue Ballinderry pitch. To be discussed at next meeting.
- Bonus Ball Draw Agreed for Feb/March details to be confirmed. Possible £100 prize rest of funds to go towards painting of school exterior. £5/£10 per ball x 55 families
- Possible Fundraising/Donations for Halo to give back to the community. Items in home no longer used. To be further discussed.
- Mum's Night Out/Family Bingo potential future Fundraisers.

Updates and progress on all fundraising activities for Term 1 will be shared via the Friends of Ballylifford WhatsApp group.

Additional fundraising activities to be confirmed/organised during Terms 2 and 3 including Easter Tube fundraiser & Colour Run.

Indeed, all other ideas and suggestions are welcomed by members of the PTA and can be discussed at future meetings.

5) Other Business:

- New Members to be added to Whatsapp group by Fiona McCusker
- Email from Charity Commission missed. FOB now back in the queue. Margaret Ann McKee to contact CC and update committee accordingly.
- Committee voted and agreed Fiona Conway Principal would open any FOB correspondence and the school email and address could be used for same. Fiona Conway will update committee as needed.
- Petty cash procedures to be followed for any spend.