

## **MINUTES FROM FSA AGM MEETING (15/07/13)**

Present: Helen Anthony, Sita McIntosh, Michael Egunjobi, Lindsay Fowler, Gill Cowell, Eugene Boyle, Sarah Needham, Anne Keogh, Jo Maude, Naheeda Syed, Antony Wright, Duncan Bonfield, Vanessa Bell, Vanessa Wilkinson, Raymund Brinkman, Hilary Plant, Gail Sutton, Cara White, Phyllida Mills, Matilda Harrison, Gillian Phillips Francesca Lincoln, Russell Lincoln and Carol Vincent.

Apologies: Duncan Bonfield

### **1 President's Address**

Helen Anthony gave an interesting presentation highlighting achievements and plans for ongoing development at the school, slides attached

### **2. Chair's Report**

Sita M. read a report from Duncan Bonfield, text attached

### **3. Treasurer's Report**

Eugene Boyle presented an up to date balance sheet and reported that funds were healthy with a current reserve of £54,712 despite an excess of £5609 in expenditure over income during the period. Funds raised in 2013 were higher than in the previous year largely due to the addition of the Firework event.

He also suggested that we could raise more money through a Just Giving Campaign than we did last year.

### **4. Approval of previous minutes.**

Minutes of the meeting on 15th July were approved.

### **5. Elections of Chair, Vice Chair and Secretary**

Sarah Needham was elected as Chair.

Lindsay Fowler was elected as Vice Chair.

Gill Cowell and Gillian Phillips were elected as Secretaries.

### **6. Canteen Appeal**

Anne Keogh explained that there are currently separate and inadequate canteen facilities in both North and South wings. Long queues and overcrowding make lunch uncomfortable and result in wasted time for both staff and pupils: This despite recent improvements to the servery in North Wing and the provision of covered outdoor seating. Whilst these improvements have been welcome, the school would prefer to have a single space located equidistantly between north wing and south wing with sufficient capacity to allow both staff and pupils to eat together in a sociable and comfortable environment. The cost of this has been estimated at £1million, which does represent a major investment, but in addition to improving efficiency at the school, freeing up valuable time for both staff and pupils, there would also be the potential to raise funds by renting out the space to third parties. This would be an investment in a valuable legacy to be enjoyed over a very long period of time.

In answer to questions from committee members, Anne reported

- 1) that the formation of a subcommittee has been proposed with the aim of raising £1million over a timeframe of 1–2 years.
- 2) that we would not be using any of the green space in the school grounds
- 3) that the local authority would only contribute around 10% of the cost
- 4) that we are not allowed to sell any 'dead space' in the grounds such as the site of the swimming pool to raise funds. Michael Ejunjobi added that we are unable to do this due to our status as a foundation School.
- 5) that designs have been drawn up and that a model is available.
- 6) that the school intends to appeal to alumni, but that none of the famous names had so far responded to letters of appeal.

Eugene B. Commented that one of the problems with raising this kind of money is that only a very small number of parents get involved in supporting the FSA and it's fundraising and that we need to draw more parents in.

Lindsay F. asked whether we could pay a professional fundraiser.

Sita M. reported that she knows a parent who is a professional fundraiser with a major charity who is interested in being involved and that she will be able to advise the subcommittee.

Sita M. announced that a literary festival is being planned for next spring with the help of local book shops and with events to take place in St James' Church Hall which has bigger capacity than any of our halls, and that Michael Rosen has agreed to be involved.

## **7. Future Developments**

There was a discussion around the need to organise more small events to build a stronger sense of community and get people more involved in the FSA. Sarah Needham stressed how important it was to build some small friendly events with the prime purpose of building community. the first one being the Y7 Reception and Quiz the next day. Helen Anthony said that it was important the FSA should reflect the school values of community and friendliness.

It was suggested that we could raise money via sale of Fortismere branded wine and/or beer and it was agreed to explore this further.

Lindsay reported that she was working on staging a football event for 14 year olds and dads, more information to follow.

Gillian Phillips suggested we should try to involve Grandparents more, and also suggested that we were over reliant on email, and we should remember that not everyone was comfortable with that.

Sita M. reported that **Fireworks night** has been organised for November 5<sup>th</sup> and that Hamptons estate agent has paid for leaflets and their distribution. Due to resistance from both parents and agents we will not be using estate agents' boards to promote the event.

It was noted that the event at Alexandra Palace has been reinstated this year, but that as it will not be on the night of 5<sup>th</sup>, we anticipate that this will not impact too negatively on our event.

Sita also reported that she is still working on the school loyalty card and that she will update the committee on progress. Funds raised are to be allocated to the canteen appeal.

Sarah Needham reminded the committee that we are open to new suggestions and she asked people to encourage their friends to come along to meetings and events and to bring ideas which they want to put into action.

## **8. Fortitude logo competition.**

Following a complaint about the uncanny resemblance between our logo the Latitude one, it was been agreed to organise a student competition to design a new one. Helen Anthony agreed to discuss this with Andy Ward and for it to be organised via heads of colleges. A prize would be needed and a judging panel set up.

## **9. Volunteers**

Lindsay F. and Jo M. reminded those present of the need for volunteers and Sarah N. invited new members to volunteer and to encourage others to do so, she emphasised that every offer of help would be valued no matter how big or small.

A new member suggested staging concerts or plays to raise funds and it was explained that the music and drama departments usually retain funds from these events for their departmental budgets. However it was also noted that the drama department had been approached by Jo Maude to provide some drama at Fortitude to which they had responded enthusiastically.

Sarah N. proposed that we could include a 3<sup>rd</sup> stage for drama at Fortitude this year and this met with approval.

Lindsay F. mentioned that we need to encourage more support for the Silent Auction and called for FSA committee members to pledge donations. It was agreed that this would be discussed further and that we should start work on the auction earlier this year.

#### **10. Update re licenses**

Anne K reported that draws had been held at Easter and Christmas in the past and suggested that the committee might like to consider organising these. A new gambling licence was needed **Action: Sarah Needham to apply**

Sita M. explained that we have a licence for the fireworks, which is a one off one, but that she had had the training to be the FSA nominated person, so we could apply for a full year licence now, there had not been time before Fireworks.

Sita M. also commented that only require a 'temporary event notice' for Fireworks night we as it is based on the number of people in the bar area at any one time being over a limit which we do not reach.

Sita also reported that the school now holds event liability insurance of £10 million and that the FSA is now a member of PTA UK.

#### **11. A.O.B**

Eugene B. mentioned that approval for bank mandates was needed for Sarah and Lindsay and this was approved.

Vanessa B. suggested that a stand up comedy night might be held to raise funds that she has contacts and that pupils could also be involved. This idea was met with approval and is to be discussed further.

**Date of next meeting (which will deal with approval for teacher's funding bids) set as 11<sup>th</sup> November at 7:30 pm**