

FHIS Meeting MINUTES

8.00 -9.12pm
11/01/2022
Via Zoom

Attendees: Alice, Lou, Michelle, Allannah, Gemma, Bobby, Shreya, Andrew, David

Apologies: Abi

Please bring:

Topic	Presenter	Minutes and action points in red
1. Introductions and apologies	Alice	5 Welcome and introductions
2. Review of terms 1 and 2	Alice	10 Gemma- info for newsletters/webpage is great. Timing excellent. Whats App- info from reps is direct and concise. Helen- communication is great, but engagement is more of an issue. Committee is no smaller than usual. Volunteer teams are working well. Newsletter- one piece of info is helpful.
3. Finance summary	Andrew	10 See separate document 'GFricker wishlist update January 2022' for information and photos. Andrew- see spreadsheet. £9000 that we 'owed' has been paid off. Similar amount has come back in from fireworks event. £27.5k in the bank. £18.5 requested from the school via the Wishlist. We are ready for the school to spend the money! Gemma- all items in use by children and enriching the children's learning. Pending-library. Basic fittings are in. Almost complete. £2400 to come in and £1800 for books and £1000 for library. Playground refurbishment- Lauren has been trying to get quotes but few suppliers.

		<p>Wishlist- still similar to last meeting. Supply and demand issue. Classroom refurb- 3 classes left will be done Easter and Summer. Theatre group to come in during the summer. Curriculum subject leads pleased to have eg globes and maps, xylophones, thermometers, beakers, digital microscope. Very grateful! Art class books are stunning and show learning and progress. Structure in reception playground. Early years writing resource area ordered for Reception playground. Father Christmas gifts were appreciated- games, ELLI time</p> <p>Gemma- what has hit the budget is Covid (staffing) and energy prices</p> <p>Next year the number of Reception children this year will take effect. Subject leaders requests for resources may be turned down. In March when bids come through, FHIS may be able to help with the £8k in the bank. £4-5k suggested as the total amount subject leaders can bid for. FHIS cannot contribute to staffing. Gemma to liaise with us after bids made.</p> <p>Query as to whether we can buy air cleaners, PPE- this is not the biggest Covid related cost.</p> <p>Amazon wishlist- exists but it's not widely used. Difficult to develop strategically using this. David will look into the wishlist and whether items are being purchased.</p>
4. Wish list update	Andrew/ Gemma	10 See above
5. Upcoming events	Alice	<p>10</p> <p>Shreya- 4th Feb Winter disco planned. Virtual disco idea? Or swop with the quiz. Better to have in person disco in March? Shreya to communicate with DJs who have already been booked. Can the disco be online if needed? We will stick with the March date.</p> <p>Quiz was booked 4th March. Virtual quiz? No events planned for May. Quiz team have chosen to run the quiz in person on 13th May.</p> <p>May fair? Not heard anything from HENSA.</p> <p>Abi- Easter hunt. Meeting with the previous leader. 2 other people have joined the team.</p> <p>Mother's day- not on sign-up genie. No real plan. On calendar as a tbc. Last year Skyboat wine tasting.</p> <p>Father's day- no event as yet.</p>

		Send ideas for both to Alice if anything occurs to anyone.
6. Recruitment	Alice	5 Victoria fireworks team recruited for 30 min slots. Worked well. Personal message. Recruitment needed for future events. Co-chair and communications needed. One more treasurer will be needed from Sept 2022. Should this be a focus for this term? Communication this term can really focus on recruitment. Can we perhaps approach individuals, having asked them to share their jobs/skills? Plan for recruitment drive: <ul style="list-style-type: none"> 1. Reps forward a recruitment message to all classes. (Alice) 2. Committee members follow up to their own class group to make the invitation even more personal and bust any myths. (Committee members) 3. Send out the sign-up sheet. (Shreya)
7. Logo	Alice	5 We are Henleaze Infant School but our logo says Infants. Competition for the pupils perhaps in summer term? Shreya to put on sign-up genie.
8. Cupboards stock take	Alice	5 2 events not happening, so cupboard needs to be sorted through. Sell by dates need to be checked. Andrew happy to do that. Will let us know what is there. Fridge and cabinets.
9. Tesco fundraising	Alice	5 Is open again. We have done it before. Blue coins. Can link to playground development. Louise will look into this.
10. Facebook group	Alice	5 School has a new FB group linked to marketing, prospective parents. FHIS FB group is therefore different. Could we combine the two? Alice to discuss with Lauren.
11. Date of next meeting	Alice	2

		Thursday 28 th April 8pm
12.AOB		Alice- pricing- pricing use 'minimum donation' rather than a price. All agreed. Clifton photography have given a raffle prize. Card readers- complicated to register them. Need to verify the user. Shreya has them all. £5k cap unless you complete the full registration. Was an issue on fireworks. Only need to register 1 machine and then they sync from your phone. Bobby can help.