



FRIENDS OF GRAZEBROOK IS A PSA
REGISTERED CHARITY
NUMBER 1084738
PSA@grazebrook.hackney.sch.uk

PSA Meeting Minutes Friday, December 2, 2016

Present: Nikki Blustin, Co-Chair; Claire McMaster, Co-Chair; Carola Emrich-Fisher, Co-Secretary; Carla Garnelas & Rachel Kneafsey, Winter Fair Champions; Catherine Hyotte, Winter Fair Raffle Champion; Francesca Brown; Kate Davies; Benedetta Musillo; Sophie Sanctuary; Päivi Vahvelainen

I Winter Fair: Saturday, 10 December, 12-3pm

1. Games will be 20p, Face Painting £1
2. Music: CDs, playlists – check if CD player from Junior Hall is available
3. Raffle: in good shape, 2:30 draw (Carola), announce, have other person give prize to winner, ask for clean-up helpers
4. Ideas for next year: sell Poinsettias & Wreaths (more manageable than trees)

II PSA Funding & Governance

1. PSA is currently part-funding trips: make clearer that parent contributions voluntary in letters that go home
2. How can we democratically vote on what the PSA funds?
3. What other purpose does PSA have besides Fundraising?
4. Create a Vision- and Mission statement and finalise logo
5. What difference between Parent Council and PSA?
6. What does it mean to be a charity? Nikki will circulate documents from Coco.

III Task Forces

1. Päivi and Carla will head Governance Task Force
2. Claire will head Parent Engagement Task Force
3. PSA Election Task Force?
4. TFs will report back in new year (second meeting)

IV PSA Elections

1. Set election date between February 20 and March 31
2. Have parents vote for PSA in similar way to governors (post your vote in box) instead of a “live” vote.

V Left Over From Previous Meetings:

1. International Event – needs champion & date
2. Summer Fair start planning after Easter, needs champions
3. Donate Now Button

Next Meeting: January Meeting date will be decided ASAP

