



FRIENDS OF LARKRISE (OXFORD) CHARITY NO: 118093

MEETING

Wednesday 24 February 2021 at 7pm (Virtual via Google Meet)

AGENDA

Initials: Naomi Douglas (ND - Chair), Melanie Witt (MW - Treasurer), Emma Thomas (ET - Secretary), Marianna Russo (MR - Communications), Camilla Ip (CI - Grant fundraising), Jon Gray (JG - Headteacher), Charlotte Stewart (CS - Deputy Headteacher).

Item	Discussion Lead
1. Welcome, Introductions and Apologies	ND
2. Approval of draft minutes of Meeting held 4 January 2021 <ul style="list-style-type: none"> - Draft minutes for the meeting held 4 November 2020 - Draft minutes for the non-quorate meeting held 27 January 2021 	ET
3. Action Tracker	ND
4. Improving Communication between School & FoL <ul style="list-style-type: none"> - What does FOL need from school to be as effective as possible? - What does school need from FoL to work more effectively together? 	JG, ND
5. School's Update	JG, CS
6. FoL Fundraising Priorities <ul style="list-style-type: none"> - EYFS garden equipment (£3,000) - Y3 Books (£240) - Shortfall for the outdoor school hall (£2,000) - Food Forest - Others ... 	JG, ND
7. Volunteer coordinator / working party role <ul style="list-style-type: none"> - Sign-up form on the website - Communication medium (WhatsApp vs Classlist) 	ND
8. The role of class representatives	JG
9. Communications update <ul style="list-style-type: none"> - FoL Communications Strategy - FOL website - Regular newsletter - Welcome for new parents - Classlist for volunteer groups 	MR CI CI ND JG, CI
10. FoL Non-Events Fundraising (FOLNEF) update <ul style="list-style-type: none"> - Grant successes in Term 2A - Grant submissions in Term 2A 	CI CI

<ul style="list-style-type: none"> - Grant priorities for Term 2B - Spring Craft Pack sales - Cookbook sales - Commission from cooking workshops 	CI RRR, CI CI MR
11. Event Fundraising update <ul style="list-style-type: none"> - Online quiz 	ND
12. Other fundraising ideas <ul style="list-style-type: none"> - gin/apple juice sales - Commission from cookie sales - Oxford Lottery or YourSchoolLottery - Commission from Easyfundraising and Amazon Smile - Donations through Localgiving - Others ... 	ND MW CI, MW ND ND
13. Any Other Business (AOB) <ul style="list-style-type: none"> - EGM at start of next meeting 	ND

Next meeting: 7pm, Wednesday 21st April 2021