



## FRIENDS OF LARKRISE (OXFORD) CHARITY NO: 118093

### MEETING

Wednesday 21 April 2021 at 7.20pm (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
<b>1. Welcome, Introductions and Apologies</b> Welcome to any new attendees	ND
<b>2. Approval of <a href="#">draft minutes of Meeting held 24 February 2021</a></b>	ET
<b>3. <a href="#">Action Tracker</a> pending actions</b> <ul style="list-style-type: none"><li>- Page in Larkrise Look for FOL?</li><li>- New Parent Welcome Packs - deadline?</li></ul>	ND/JG
<b>4. School's Update Term 2B</b> <a href="#">DRAFT School Site &amp; Resources Development Plan</a>	JG, CS
<b>5. FoL Fundraising Priorities</b> <ul style="list-style-type: none"><li>- <a href="#">Lottery</a></li></ul>	ND/MW
<b>6. Vacant roles</b> <ul style="list-style-type: none"><li>- Volunteer coordinator</li><li>- Working parties coordinator (TBC)</li></ul>	ND
<b>7. Next working party 9th May (then 6th June and 4th July)</b> <ul style="list-style-type: none"><li>- Discuss tasks and requirements for volunteer roles</li></ul>	CG?
<b>7. Communications</b> <ul style="list-style-type: none"><li>- Website</li><li>- FOLIAGE newsletter</li><li>- Classlist</li></ul>	MR/CI
<b>8. FoL Non-Events Fundraising (FOLNEF) update</b>	CI
<b>9. Event Fundraising</b> <ul style="list-style-type: none"><li>- Auction of Promises (collect promises term 3A, open beginning term 3B- close end of term 3B - need to draft some text explaining what it is and how it works)</li></ul>	ND

<b>10. Other fundraising ideas</b> <ul style="list-style-type: none"><li>- Commission from Easyfundraising and Amazon Smile - any ideas to get the word out?</li><li>- Others</li></ul>	
<b>11. Any Other Business (AOB)</b>	<b>ND</b>

Next working party: Sun 9th May  
Next meeting: Wed 9th June 2021