



Friends of St. Mary's Annual General Meeting.

Do you want to have a say in your children's education?

We welcome you to come and join our Annual General Meeting (AGM).

Date: Friday 7th October

Time: 15:00

Location: School Library

Friends of St Mary's (FOSM's) is our school PTA. Our primary objective is to host fundraising events to enhance our children's education, as well as social, physical and emotional wellbeing.

We need to elect key committee roles within FOSM's at the AGM. We would also love to welcome new general committee members, as well as volunteers to help out at events.

Chairperson: To lead the meetings and set the agenda, ensuring ideas and issues are discussed whilst agreeing the way forward and co-ordinating tasks between members. Also to prepare an annual report at the end of each year.

Vice Chairperson: To support the chairperson and deputize in their absence; whilst assisting with the smooth running of meetings and events.

Secretary: Taking and distributing minutes from meetings; recording decisions made and actions required, dealing with correspondence from external parties and enabling good communication between the school and the committee.

Treasurer: To oversee the funds and ensuring they are used in line with committee decisions as well as charity law. They will record all income and expenditure, providing a financial report at each meeting, banking any monies raised and organise floats for events. Also providing an annual financial report to the Charity Commission.

General committee: Members will need to be able attend meetings, get involved with planning and running fundraising events. They will be encouraged to discuss fundraising ideas and also anything that will enhance all areas of our children's education and time at St Mary's.

We look to meet one evening a month, over a cup of tea or a glass of wine. Even if you have never been on a committee or involved in a PTA please come along and see what it's all about.

Please let Mitzi know if you plan to attend the AGM so she can arrange for your child/children looked after until the meeting is finished. Please feel free to bring smaller children with you.