

## **Minutes of Fundraising Meeting 12/11/18 @ 7pm, Hazlehead School**

Present - Francis Reid (Minute Taker), Pamela Morrison, Fiona Heffernan, Gillian Bain, Lela Wilson.

Harpers - Pamela has been sourcing the decorating items and has also everything, will get boxes from a supermarket nearer the time.

Donations to be in by 3rd Dec for making the same day  
Pamela and Gillian will organise this

Raffle Tickets - Gillian checked the tickets in the cupboard there was plenty but only of one colour, Gillian will source books of different colours for the different classes.

Helpers for the Disco/Party - Create a Doodle (Forgot the name of the website used last time),  
½ Hour slots with teachers getting first pick

- Set up Before
- Door
- Hampers x3  
    Guess the Penguin Name
- Money Tree
- Locked Cabinet - (Francis Checking if we can use one that Adele has access too)
- Roll the coin
- PhotoBooth if not self service
- Food x 2/3
- Teas and Coffee
- Tidy up after

Will ask Jill H or Jill B to create this and get sent out.

Roll the Coin - 3 prizes have been sourced by Fiona  
Reindeer Decoration  
Brandy  
Sweetie/Sundae Glass

Food - We are understanding of Steph being short of staff.  
Suggestions of Chilli with Nachos or Rice (Whichever is easiest) and Pizza sourced from Costco.

Photo Booth - Fiona will check with Susan if she is able to do this this year, if not a self-service one has been suggested with some props which people can use and take their own photo.

Disco is to be hosted by Roadrunner  
Some dance prizes were suggested

Charities this year are Aberdeen Mountain Rescue and RNLI

Tickets - Gillian and Fiona are arranging for the tickets to be pre-sold and will print off tickets and get them handed out, tickets will also be on sale at door

Refreshments - Lela will source several boxes of family circle biscuits, check tea and coffee

Juice - Gillian will get more Diluting Juice

Class stalls - Will check with school if there are class stalls this year.