**Minutes :** 16th June 2017

**Present :**

Jodi Conner, Leigh Johnstone, Laura Melton, Paula Crichton, Nikki Thom, Jamie Gillis, Graeme Bell, Elaine Daley, Elaine Mackie

**Apologies :**

Nicola Barclay, Marlene Boyd, Theresa Dinnes

**Minutes** from last meeting approved

**Chairperson Update:**

LVCECA(meeting from 01.06.2017) – Nothing of Note

Process for cancelling/reducing sessions –

All parents will be required to fill out the Session cancellation form located on the website, Welcome pack to be updated to reflect the requirement of the form to be completed and emailed to [littlevillagers.nikki@gmail.com](mailto:littlevillagers.nikki@gmail.com)

The staff have no requirements for new uniforms

**Coordinators update**:

Summer holidays have a good uptake, spaces are still available if parents

There are 7 new starters already registered for the new term, there is a possibility of more P4’s from the wrap around

The committee was asked if the funding for the bus for the beach trip, was to come from the allocated money for the summer activities, or if committee would pay from other funds?

It was agreed that the bus would be paid from other funds, maintaining the holiday clubs funds for activities

**Treasurer/Revenues**

Nicola Barclay has resigned from the treasurer role and the committee with immediate effect, an EGM is to be arranged to elect a replacement

Bank Accounts are on-going, and we are looking into the set-up of a new account – JG to look into and report back to the next meeting

**AOB:**

There has been workman about and the potential of works occurring during the summer holidays, no communication has been issued regarding this, and current inquiries has turned up no information, LJ to take this forward to understand if there will be any impact to the holiday club.

JC to review email auto forwards to ensure that any emails, to Invoicing or Treasurer is forwarded to Paula

It was agreed that the staff would receive a bonus payment in their July pay in recognition of their good work across the past year

Lisa Christison was welcomed to the committee

**EGM:**

Election of:

New Chair

New Secretary

Nobody came forward for either role, JC to draft a communication to the parents looking for volunteers

**Date of next meeting**:

Tuesday 29th August 2017 at 7pm