

# FRIENDS OF THE MANOR

Registered Charity No 1096863



Notice of the

## ANNUAL GENERAL MEETING

**Monday 5<sup>th</sup> July, 8pm**

At The Manor Preparatory School, in the Dining Room

With drinks and nibbles

Dear Parents,

The FOTM Executive Committee (EC) invites you to join us for our review of the year, the election of the EC and Officers for 2010-11, and important discussions in areas such as fundraising and our next major projects. If you would like to find out more about FOTM's work, this is an ideal opportunity to do so and we would love to see you there.

**We are still actively recruiting new members to both the EC and other sub-groups.** If you wish to be nominated for the EC or to help with one of the sub-committees, please notify our Secretary, ([markandsarahwilkinson@googlemail.com](mailto:markandsarahwilkinson@googlemail.com)). If you have any questions beforehand, please do ask any committee member.

### AGENDA

1. Welcome and Apologies
2. Minutes of the AGM 2009, matters arising
3. Chairman's report
4. Treasurer's report
5. Second Hand Uniform Sales (SHUS) report
6. Gift Fair Sub-Committee Report
7. Events & Fundraising programmes for the School & Charity for 2010-11 including:
  - 2011 Ball
  - Major Fundraising Projects
8. Retirements, Resignations and Nominations
9. Election of Officers
10. Any Other Business

FOTM: Chair - Caroline Steinsberg; Secretary – Sarah Wilkinson; Treasurer – Annabel Gaskell  
The Friends of the Manor, c/o The Manor Preparatory School, Faringdon Road, Abingdon, OX13 6LN