

The RGSW and AOS Foundation Meeting Agenda

4pm – 6pm Tuesday 6 June 2017

**The Spurling Room
Britannia House**

Invited to attend:

Foundation Trustees - Andrew Greenway, Rosemary Ham, Nick Fairlie, Richard Sutcliffe, Mike Ridout, Annie Fitch, Annabelle Hancock

RGS staff: John Pitt, Laura Brown, Gareth Hughes, Ian Roberts, Scott MacDonald

Minute Secretary: Joanna Weaver

1 Welcome, Apologies and Declarations of Interest

- Thoughts on the Launch event

2 Acceptance of Previous Minutes

3 Administration Actions / Matters Arising from Previous Minutes

- Transferring the School's Bursary Funds to the Foundation, update following Charity Commission guidance and legal advice.
- Tracing missing alumni/potential donor update.
- Firefly section for Foundation documentation.
- Annual Accounts and Audit

4 Communications –Foundation

- Communications Mailing sign-off including Trustee cover letters
- Performing Arts Centre Development Update and fund raising request
- Website update and online giving facility

5 Finance – Fundraising and Disbursement of Funds

- Pullinger Legacy update
- Other fundraising actions – Upper Sixth Leavers' Deposit Donation Request
- Finance Sub-committee meeting Wednesday 18 October 4pm Spurling Room to determine funding available for 2018 bursaries.

6 Managing the Changes coming in the Charity Sector

- Note any updates from the Fundraising Regulator

7 Any Other Business

8 Future Meeting Dates, Venue and Agenda Items

- Confirm Michaelmas Term meeting date Thursday 23 November 4pm Spurling Room
- Agree Lent Term 2018 meeting date