

# The Lollipop Playgroup, Donaghmore Minutes of Management Committee Meeting/AGM

Date: Wednesday 26th Sept 2018 at 8pm

Chair: Emma Tener

Attendance	Position
Ethel McIvor	Leader
Emma Tener	Chairperson
Lauren McAleer	Secretary
Nuala Dobson	Vice Chairperson
Jill Burnside	Treasurer
Meave O'Connor	Parent
Caroline Hall	Committee Member
Fiona Mclean	Parent
Georgie watt	Parent
Sylvia Gates	Parent
Chris Morrow	Committee Member
Sadhbh Grimes	Parent
Lauren Cuddy	Parent
Lauren Hetherington	Parent
Maria Comac	Parent
Teresa Robinson	Parent
Jacqueline Oneill	Staff Member
Natalie Nelson	Staff Member
Naomi Kelly	Staff Member
Grace Kelly	Staff Member
Michelle Coulhoun	Staff Member

Apologies	Position
Kerry Davison	Staff Member
Heather	Committee Member
Louis Sinnamon	Committee Member
Ciara Clarke	Committee Member

Hilary Trimble	
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## 1. Attendance and Quorum

The Chair opened the meeting. Attendance and apologies were noted and the Chair deemed the meeting quorate.

## 2. Previous Minutes

The minutes from the previous meeting held June 2018 were adopted and approved for signing by the Chair.

## 3. Action Item

- Lauren welcomed everyone to the AGM and gave a brief introduction of herself and what tonight is all about.
- Lauren thanked the staff and Ethel for their contribution to the previous Lollipop year and all the time and effort given by them all.
- The role of the committee was outlined and an invitation was extended to everyone there to join the committee and the importance of a functioning committee. Staffing, finance etc.
- Ethel – Keynote speaker of the meeting

## 4. Leaders Report (Ethel McIvor)

- Ethel introduced herself to the room as well as introducing the staff.
- Ethel explained to everyone how the additional room that was opened in September came about. It was explained that due to demand in the area it was a necessity. Rent was agreed in the Torrent Complex Brian McCauley.



- Ethel thanked everyone involved for their support including;

Robert Richardson, Michael Faloon, Niall and Darren Cush, Gareth Hetherington, Mark McGrath, Brian Faloon, R&M Skips, Kieran McVeigh. A lot of these people completed the work on a voluntary basis but it was insured that all materials were paid for. All of the work was being overseen by Building control who asked for many changes. We were informed that we had 'put the cart before the horse' which put a lot of pressure on getting the room completed before it went to the panel in August.

The room was approved on 20<sup>th</sup> August.

- Ethel also thanked the business who were also supportive of the playgroup as well as our annual fundraising dance that raised £2500. Thanks also to Rory Madden who provided the music on the night.
- On 30<sup>th</sup> June there was a Tractor Run held locally. Part of the money raised at the time has been allocated to the Lollipop Playgroup. This is to be presented to us in the very near future.

- Ethel's son Andrew was successful with some grants, which we are very grateful for as well as all of his time.

- An official opening now needs to be planned to ensure all who contributed in any way are acknowledged.
- Ethel give a reflection of the last year with the children. 52 children attended from the local area.

September was settling in month when children get used to routines etc.

October the children were settling well. Stories/rhymes etc reflected Autumn and Halloween. Lollipop was closed for 2 days due to red storm warnings. Hyacinth bulbs were planted and the children

travelled to the library in Cookstown. Staff training was on 20<sup>th</sup> October.

**November** An evening was held for parents to hear about the Big Bed Time Read. The topic table reflected The Harvest and the children engaged in role play situations such as green grocers etc. The changes in seasons was also introduced and the rhymes and stories reflected this. Closed for staff training 27<sup>th</sup> November.

**December** Playgroup became very festive with decorations, crafts etc. Role play was centred around the post office and parcels etc. Sean Faloon invited the children to the pantomime 'Sleeping Beautys Big Dream' 13<sup>th</sup> Dec at no cost. The Christmas party was 18<sup>th</sup> Dec - Santa and Mrs Clause arrived on a pony and trap. The annual Christmas concert was held on 19<sup>th</sup> Dec.

**January** Open day 4<sup>th</sup> January for September 2018 intake. The topic of the month was 'The Winter Season' - weather, clothes, food etc. Stories and rhymes reflected this. Role play was hospital and hairdressers. Some disruption days due to snow.

**February** Cultural visit - Children were introduced to dance, craft etc. Theme in playgroup was Chinese New Year. Half term break was 15<sup>th</sup> & 16<sup>th</sup> Feb. 26<sup>th</sup> Feb was annual inspection by Health and Social Care. No recommendations required.

**March** - Closed 4<sup>th</sup> March for 2<sup>nd</sup> term reports but had to reschedule due to snow. Closed 2<sup>nd</sup> March for staff training. Topic table changed to reflect Spring. A building site was set up on the floor and the children were dressing up in construction clothes etc. We celebrated St Patricks Day with an Irish Dancer. Cards and gifts were prepared for Mothers Day, Easter cards and edible nests made also. Debbie



Doolittle visited with her wildlife animals 22<sup>nd</sup> March. Jim Hamill took childrens photographs 27<sup>th</sup> March. Playgroup closed for Easter 28<sup>th</sup> March.

April Bicycles, scooters and go-karts were purchased with a grant received. Sue Wright from The Community Police came out to talk to the children about personal and road safety and stranger danger. More time was spent outside. Vet role area was set up. Fundraising dance was held in Gables 20<sup>th</sup> April with music by Infinity.

May Closed 7<sup>th</sup> may for bank holiday. Letters were sent to P1 teachers to invite them to Lollipop. Funding was given by Brian and Theresa Robinson for bicycle helmets. Obstacle courses were set up. Role play was picnic themed. 17<sup>th</sup> may an evening workshop was held for parents to see our new resources. 24<sup>th</sup> may Paula McGilligan from Relax Kids came to see the children. Topic table was The Zoo. Closed for staff training 8<sup>th</sup> May.

June – parents were met to share the childrens progress and transition reports were sent to all primary schools. Children made jelly, had ice pops and had lots of play outside. Role play was Travel Agents. Annual zoo trip was on 15<sup>th</sup> June. Many P1 teachers visited the playgroup. We were closed 12<sup>th</sup> & 13<sup>th</sup> June to facilitate intake of children Sept 18. Playgroup closed 29<sup>th</sup> June.

- Ethel then spoke about the 6 areas of learning: Personal, Social and Emotional Development, Language Development, Physical Development and Movement, Early Mathematical Experiences, The Arts and World Around Us.

## **5. Committee Reselection**

Chairperson – Lauren McAleer

Treasurer – Jill Burnside

Secretary – Fiona McLean

Vice Chairperson – Nuala Dobson

Vice Treasurer – Meave O'Connor

Vice Secretary – Georgie Watt

A sheet of paper was sent around for all committee members to complete (current and new) which included telephone number and email address.

## **6. Correspondence**

## **7. Any other business**

## **8. Conclusion and date of next meeting**

The Chair concluded the meeting and the date of the next Committee Meeting will be arranged and committee members informed.

Approved By: Lauren Mc Aleer

Chairperson

Date: 26<sup>th</sup> Sept 2018