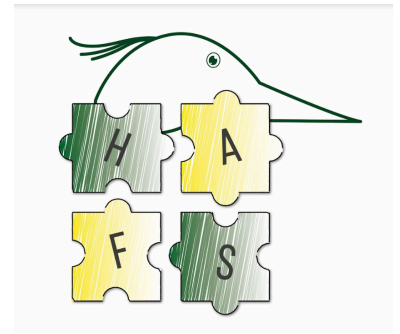


Herne Association of Families and Staff



Dear Members,

Herne Association of Families and Staff Annual General Meeting (AGM)

It is the time for the HAFs Annual General Meeting (AGM), these need to be conducted every year and allow us to make changes to the constitution and elect new members into the committee.

We will, therefore, be holding an AGM on 4th February at 7pm at Herne Junior School. You can read the current constitution and the proposed changes in the document attached to this email.

We expect that the AGM will take around 20 minutes. If you have any questions relating to this matter, please submit them to me via email ([hafs.contact@gmail](mailto:hafs.contact@gmail.com)) in advance. All are welcome to attend the meeting.

The AGM is your chance to hear how we have spent the funds we have raised for the benefit of the children at our school. It is also an opportunity for you to elect the committee to represent the association for the 2025-2026 academic year.

The current Treasurer is unable to stand for re-election, so we are particularly keen to hear from anybody who would be interested in the roles. With a clear head for numbers, you will control the PTA funds in line with the committee's decisions. You will also make sure upcoming events are affordable and profitable, and report financial information to the rest of the team. **Without a treasurer the PTA is unable to run, this is an essential role on the committee.**

We would also be interested in recruiting a vice chair and additional secretary. The vice chair supports the chairs and works with the committee to organise events, come up with fundraising ideas and coordinate events that are run. The secretary would be involved in attending meetings, writing up minutes and supporting the committee.

We would welcome any experience to the committee, so if you require any further information about what is involved in being a committee member, please get in touch.

If you would like to nominate yourself for any of the above positions please get in touch via the HAFS email: [hafs.contact@gmail](mailto:hafs.contact@gmail.com)

Straight after the AGM, we will hold a more informal open HAFS meeting where we can discuss our plans or the next year. You do not have to stay for both meetings. Refreshments will be provided for both.

We look forward to seeing you on the 4th February.

Kind regards,
Georgina Jenkins and Gemma Moore (Co-Chairs)