

MEETING MINUTES

MEETING INFORMATION

Meeting Title: St Mary of the Cross - Monthly Parents & Friends Association Meeting

Date:	Wednesday 3 August 2016	Location:	Rendeavous Restaurant Point Cook
Time:	7.30pm		
Chairperson:	Rita Karagiannis		
Minute Taker:	Karen Wyer		

Attendees: Rita Karagiannis, Karen Wyer, Lyndall Zaccaria, Angie Mravljak, Heather Daly, Karen Curson, Amanda Zeirzer, Ollie Chilton

Apologies: Leon Colla, Brendan Shanahan, Rebecca McFarlane, Jana Cronin, Clare Griffiths

1. President's Report /Rita / 7.34pm

Nothing to add from last meeting.

2. Treasurer Report /Ollie/ 7.34pm

Report provided.

Bake Sale money has not been deposited into our account. Ollie will follow up with Kirsty.

Money was bagged up and given to Kate last day of term. Perhaps in a wrong drawer in safe.

3. Feedback on recent events or fundraisers /7.36pm - 7.41pm

Adult Colouring In Night - Karen C

First evening saw 5 attendees. Second one was a very bad weather night and no-one came. Decided to host the next one on 11 October - Jana to arrange. Rita suggested perhaps a First Aid Training night for something different. Karen C may be able to assist with facilitating the training. Follow up later in the year.

ACTION ITEMS: *Jana to arrange Next Colour Chat & Coffee Night - 11 October*

4. Action Items from Previous Meeting/ 7.41pm - 7.49pm

a.App for Canteen

Nothing to report in Brendan/Leon absence. Needs to be fast tracked so can be tested on smaller events prior to launching with Canteen opening. Could be used for diani ferrari night, end of term lunch/morning tea, seedlings, trivia etc.. Would make these fundraiser and social events easier to manage using the app and not having to handle money and process forms.

b. Rebel Sport & Super Amart - Amanda

Rebel have lost the form so need to start again. Can do both Rebel & Amart, but need to lodge at both. Amanda to follow up.

c. Farm-Fresh - Rita

Only offering home delivery, not worth them coming to school waiting for parents with only a few orders. We need over 30 to make any money and probably won't get that.

d. Lemon Tree purchase

Nothing to report. Karen W questioned does the school actually need 3 Lemon Trees. Perhaps it would be more beneficial to Kitchen Garden having 1 lemon, 1 orange 1 lime for example. Not sure with the reason why 3 lemons was chosen by students.

e. Garden Shed

Nothing to report

f. Photos for Year Book

Rebecca is missing - THRASS, Eucharist, G/Parents day. Leon / Brendan to follow up with teachers.

ACTION ITEMS: *App for Canteen to be fastracked - Leon/Brendan*
 Rebel sport/Amart application - Amanda
 Lemon Tree & Garden shed purchase - Leon
 Photos for Year book - Leon / Brendan

5. Upcoming Fundraisers and events / 7.49pm - 8.35pm

a.Fun Run kick off

Rita has assistance from Susan who has experience with marketing and events at a school and Georgina who works at Wyndham Council and has experience with events and fun runs. Prefer it to be held in Saltwater as that is where school is. If out on roads or beach will need traffic controller and would be costly. Don't want that for our pilot event. Will hold event at Saltwater Ovals and probably hold a 2km and 4km race. No traffic controllers required, just volunteers. We can hire a company that provide bibs and timing and will also do ticketing.

Organise the whole race, will get quotes. Decided that would be the best way, depending on cost.

Rita advised they had discussed colour runs but would be costly so not for pilot.

Leon / Brendan to fill out booking with council to book our date. Date is 26 March 2017.

Discussed having an after party such things as BBQ sausage sizzle, bake sale, jumping castle, fun egg & spoon or 3 legged race, masseuse set up. Have carnival feel and lots of fun after.

Also for signage up around from local Real Estate Agents, advertise in Parish Bulletin to get the community involved.

Haven't worked out all prices.

Karen C advised there are Active Grants that maybe able to assist us with cost.

If we hire company to run the event, P & F will only need to volunteer on the day for marshalling and arranging the after party.

b. Bad Moms movie

About 51 tickets sold. We needed 50 tickets sold to break even.

Rita needs to create tickets to give to parents. Discussed how parents will actually receive the free drink on the night and how we will pay Sun Theatre. They will provide 2 movie tickets for lucky door prize, we also have a bottle leftover from start of year if we need another prize.

Karen C suggested P & F wear feather boas if anyone has questions on night.

Rita/Karen W to follow up preparations with Sun

c. Personal Training

Going well and will cancel next week due to Kylie's music concert

d. Diana Ferrari night

Payment has been made to secure our spot. Posters and information has been received to hand out to families. Lyndall has made an order form and will send out next week. Discussed if to proceed with bus decided not to.

\$10 per ticket. Need 20-25.

Cost us \$200 but we receive 4 x \$50 vouchers to draw on night.

e. Seedling drive

All pre-orders. Forms should be at school soon and send out to families next week. Rita to arrange cover letter. Heather and Angie offered to help collating orders and distributing to classes

Closed bag coming on 5 September and due back 13 October

f. Entertainment Book

They have a promotion for referral of sales for us to give away a dinner for 2. However, we haven't had any sales. Will look if we can keep for Trivia Night.

h. Trivia Night

Received authority letter from Leon and team have started seeking donations. Will meetin next week to catch up

8. Other business / 8.35pm - 8.37pm

a. Kitchen Garden Dishwasher - Lyndall

Next meeting to discuss with Leon

b. Sunscreen fundraiser - Rita

Discussed and decided not to proceed

C. Christmas fundraiser - Rita

Discussed option with Camel fundraising to use kids own artwork and put on calendars, cards etc.. Karen W to contact Tess to discuss as she has done it previously at Stella Maris.

Discussed if P & F helpers are required in art class to help out Tess.

d. End of term lunch/morning tea - Rita

Discussed option for both. Decided on donut day or morning tea. No pre-orders as too time consuming without App. Would have been perfect simple test for App.

Pre buy approx 350 cinnamon donuts from Coles. Sell for 50c or \$1 each depends on price. 1 per child, no choice, all the same donuts. If leftovers after rush can purchase another.

9. Meeting Closed / Rita / 8.55pm

Next meeting 7 September 2016