

MEETING MINUTES

MEETING INFORMATION

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

Date:	Wednesday 3 February 2016	Location:	SMOC Primary School
Time:	7.30pm		
Chairperson:	Rita Karagiannis		
Minute Taker:	Karen Wyer		

Attendees: Leon Colla, Rita Karagiannis, Lyndall Zaccaria, Karen Wyer, Rebecca McFarlane, Julie Recupero, Ollie Chilton, Jana Cronin, Karen Curson, Shannon Dorahy, Emma Elliott, Maria Peterson, Angie Mravljak Bowden, Laura Herrera, Jose Manuel Blasco

Apologies: Janelle Cassar

Open and Welcome / Rita Karagiannis / 7.33pm

Everyone introduced themselves and Rita advised how the meetings are run.

1. President's Report / Rita / 7.33pm - 7.48pm

a. 2016 Calendar of Events

Calendar of Events will be a working document which notes set events & fundraisers. It will be used as a guide and most of the events are also on the school website calendar.

b. Wine & Cheese Night

Will be held Tuesday 9 February from 7-8pm. Lyndall will collect the RSVP's. Lyndall & Jana to arrange wines and cheese and Linda Gallacher has offered to help if needed. Gabrielle Shepherd's Brumby's company will donate breads for the evening (baguettes etc..)

6.30pm set up ready for the event. No need to purchase plastic wine glasses as there are 6 dozen glass ones in storage in cafe which will need to be washed prior. Rita would like the core P & F name badges to stand out and be different.

c. Coffee Club

Commences tomorrow and will be every Thursday morning in the cafe. Also to use stickers to write names on.

d. Playgroup

Commenced on Tuesday. Will be every Tuesday morning in the cafe. Will be parent run until Uni commences on 29 Feb then Vic Uni will run the Playgroup again.

e. Easter Raffle

Volunteers were required to arrange the Easter Raffle. Rebecca volunteered to take the lead for the event along with Julie and Angie assisting. 22 February donations to start which would include Easter Eggs, Easter Craft and books and other Easter items along with hampers, cellophane.

2. Principal's Report / Leon/ 7.48pm- 8.03pm

Please see attached report

3. Treasurer's Report / Ollie / 8.03pm - 8.11pm

Please see attached report.

The P & F might help assist with some funding for the Canteen.

4. Action Items from Previous Meeting / 8.11pm

N/A

5. Other Business /8.11pm - 8.54pm

Wyncity - Angie

Angie will follow up and will arrange for next school holidays if offered and prepare and distribute to ensure correct information is sent out.

Year Books 2015 - Rebecca

Three boxes left over due to re-print. Rebecca to arrange an email sent out to offer to purchase. Leave some copies in the cafe with 'School Copy' written across the front, then give away rest of the copies

Grill'd- Jana

Jana has been following up and they are now re-issuing the cheque for us. Rebecca suggested contacting the manager Brett if not resolved.

Stay n Play- Karen

A new initiative to capture families that can't stop in the morning for the Coffee Club but can stay after school. Date was set for 19 February but will change to following Friday 26 February (due to Opening Mass on 18th). It will be stay after school for about 1 hour and kids have a play in

the playground and parents can chat and to welcome into school community. Cordial/water jugs could be offered or even sell icy poles. Information required to be sent to families. Jana, Rebecca, Lyndall & Karen C to arrange.

Icy Pole sales- Karen

Icy Poles (Zoooper Doopers) on sale every Friday in Term 1. Optional purchase, 1 per child and 50cents each. Discussed the lack of freezer space to cater for 308 students. Janelle is freezing some at home and bringing in at lunch time. Leon will arrange to purchase a small freezer on our behalf when he purchases other items. Should be delivered in time for 12 February Icy Poles.

Subway- Julie

Two Subway lunches were planned for Term 1. There have been issues with orders and payments last year. Decided to cancel and review in Term 2.

Diana Ferrari - Lyndall

Lyndall has been approached for a Diana Ferrari Fundraiser. It would cost P & F \$200 for the evening. We would sell tickets to event and guests would receive a complimentary drink and canapes on arrival and a presentation of key looks for the season. We would also receive 4 x \$50 Gift Vouchers to raffle. P & F to receive 20% of sales. Lyndall to get more information.

Major Raffle - Emma

Emma suggested doing a big major raffle. For example a holiday to Fiji and then also every book of tickets go into a draw to win another minor prize. Something to consider for future fundraising.

Wine Tasting Night - Rita

Rita suggested a Wine Tasting fundraiser night for later in the year. It would be aimed for parents to attend, similar to the Sun Theatre parent movie night. Jana will follow up contact at winery for best time of year. Karen C will also follow up fundraising ideas to have our own labels put on wines.

Stockland Community Grant.- Rita

Rita is following this up and Leon & Rita will discuss further about preparing the application.

CDF - Karen W

Information has been sent to us to start up school banking with CDF. Leon confirmed that it would be great to support CDF as they provide funding to enable schools to be built. At least two volunteer parents are required to arrange weekly banking. Leon will arrange information to be sent to all families requesting support and asking for volunteers.

Bunnings Grant - Rebecca

Leon will follow this up

St Patricks Day - Rita

School will arrange a free dress and gold coin donation. The P&F will support the day by arranging something green for the students. Previous years has been green jelly. With 308 students would be difficult to make and store. Other suggestions of green cordial, green apples, kiwi fruit, green grapes. Lead for event is required at next meeting.

Playground Shade - Emma

Emma had questioned getting shade over play equipment. Leon advised that the had funds over from construction and once finalised would look into getting shade over play equipment and enhancing the grass area. Across the road from the school it is proposed to build an oval in 2016.

ACTION ITEMS:

Wyncity payment for summer holidays - Angie

Year Books selling of leftovers - Rebecca

Grill'd payment received - Jana

Diana Ferrari more information - Lyndall

Bunnings Grant follow up - Leon

St Patricks Day lead required

Meeting Closed / Rita / 8.54pm

Next meeting 2 March (AGM)