

MEETING MINUTES

MEETING INFORMATION

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

Date:	Wednesday 7 September 2016	Location:	St Mary of the Cross Point Cook
Time:	7.30pm		
Chairperson:	Karen Curson		
Minute Taker:	Karen Wyer		

Attendees: Leon Colla, Karen Curson, Karen Wyer, Lyndall Zaccaria, Angie Mravljak, Heather Daly, Clare Griffiths, Ollie Chilton

Apologies: Rita Karagiannis, Ollie Chilton Rebecca McFarlane, Jana Cronin,

1. Open / Karen C / 7.35pm

No report in Rita's absence.

a. Fun Run update (Leon)

Susan, Georgina, Rita and Brendan met for second time. Discussed how it will run. Stella Maris do a fun run, but just for kids, SMOC will be for all community. Approval in principle from council for 2km and 5km run. It will be in the confines of Saltwater Coast oval. Keep it simple as possible, not going ahead with carnival style celebrations. Family picnic after. Tomato timing will do bibs, timing, arc and print all times for us. They charge \$7 per runner and have an online booking system. \$20-\$25 per runner will be our charge with around \$10 profit. We will run a BBQ and possibly a cake stall and will ask a Coffee Van. Will need sub-committees - catering, race day and advertising. Email out to school community asking for sub-committee members. Will also hire St John Ambulance for the day

2. Treasurer Report / 7.43pm

See attached report.

Discussed making Banking procedures with checklist to make it clear and also update reimbursement form to make that clear also.

Action Item: ***Banking procedure checklist - Karen W***
 Reimbursement form updated - Karen W

3. Principal Report / Leon / 7.48pm

See attached report.

4. Feedback on recent events or fundraisers /7.48pm - 8.09pm

Bad Moms - Karen W

Great fun social night and would look at another next year. 64 Tickets sold

Mattel Toy Club - Karen W

No longer offering so won't be able to do that again

5. Action Items from Previous Meeting/ 8.09pm - 8.20pm

a.App for Canteen- Leon

In process, Brendan is arranging

b. Rebel Sport & Super Amart - Leon

Leon to follow up

c. Lemon Tree purchase- Leon

Will get done over the holidays with other garden works

d. Garden Shed - Leon

Will get done over the holidays with othe garden works

e. Photos for Year Book - Leon

Yes up to date.

Karen W asked on behalf of Rebecca if we should run an art competition for the front cover. Leon will ask Tess to arrange.

d. Dishwasher for kitchen - Lyndall

Discussed possibility of purchasing 2 dishwashers all confirmed yes to purchase. Leon advised would need to be after official opening and need some benchtop adjustments. Will need to be revisited later.

ACTION ITEMS: ***Front Cover art work competition Tess - Leon***
 Rebel & Amart set up for fundraising. Karen W checking with
 Kirsty if email received

6. Upcoming Fundraisers and events / 8.20pm - 8.46pm

a. Diana Ferrari night - Lyndall

Next Tuesday night. They required minimum of 10 and we have 10 going. We have paid \$200 for night and have only got back \$100. We will receive 20% of sales on the night.

b. Seedling drive- Angie

Only 21 families ordered with \$350 profit. Seedlings due next week

c. Morning Tea- Karen W

Discussed options and all decided to cancel and not proceed due to time of getting it done and also unsure of council requirements of re-sale of product with donuts

d Closet Cleanout

Bags not yet arrived at school

e. Trivia Night - KarenW

Still trying to find loud auction items and 1st prize raffle prize. Sending home forms this week (Leon approved form in meeting) Hopefully have all donations by end of Term and spend school holidays organising them all. Start of Term 4 selling raffle tickets and Lucky Bingo Numbers in cafe and out the back. There is a roster and would appreciate any help. Will advertise in Parish Bulletin, have Real Estate boards to go up again, advertise in P & F newsletter and have logos for the TV screens at school. We had discussed about raffle prize of school fees and after chatting with Leon decided not for Trivia night. Believe it's a stand alone raffle and is worthwhile doing, but next year in Term 1 and will have new Prep families to purchase tickets. Would need professional tickets printed up. P & F to purchase fee and sell tickets. Re-visit in Term 4 for planning.

f. Colour & Chat Night - KarenW in Jana absence

Poster to go up by end of the week and may incorporate crochet.

Stay & Play posters up and will be on Friday 9 September.

No date for whisky tour

G. Christmas artwork

Tess has all the forms and will start it in Term 4 for a Christmas themed fundraiser.

Information to parents needs to be sent out

Action Items

***Raffle ticket for School Fees - planning in Term 4 for Term 1
Morning Tea to be cancelled on school website - Karen W***

7. Other business / 8.46pm - 9.00pm

Board of Management - require a P & F representative since Maria Peterson has left. Leon will send through a description and will be distributed to all P & F asking for a volunteer to attend 6 meetings a year.

Icy Pole Sales Term 4 - Canteen may possibly open 1 day per week as a trial once all is in place. Icy Poles sold by P & F could possibly continue. Karen W cannot run the sales in Term 4. Discuss again next meeting.

Action Items

BOM description for P & F representative - Leon

9. Meeting Closed / Karen C / 9.00pm

Next meeting 5 October 2016