



St Mary of the Cross, Point Cook

**ST MARY OF THE CROSS CATHOLIC PRIMARY SCHOOL**

**BOARD OF MANAGEMENT**

**MINUTES**

**MEETING NO. 1. 10th September, 2014**

**Present:**

Leon Colla, Brendan Shanahan, Fleur Griffiths, Tim Whitmore, Pauline Alabakis, Greg Carey

**Apologies:**

Maria Peterson

Leon Colla welcomed all present and thanked them for their willingness to be a part of the Board of Management.

The meeting commenced with a prayer

**Prayer:** Come Holy Spirit

Following the Prayer, Leon handed the chair to Greg Carey who has offered to chair the meetings.

As it was the first meeting of the Board, Items 3 & 4 on the agenda were skipped over.

**5.0 Board Business**

**5.1 Introductions**

Each member of the Board introduced themselves.

**5.2 Purpose of the Board**

**VRQA documentation**

Leon walked the Board through his vision for the Board, being that it would assist in the governance of the school, ensuring representation of all stakeholders.

Leon introduced the VRQA document on governance at St Mary of the Cross. This document was written last year prior to the school opening, for registration purposes.

The Board spent some time editing this document to produce a draft of the actual Board guidelines.

**Action:** Type and adjust document to reflect discussed changes.  
(Leon Colla)

Share with Google docs so people on the Board can comment on any additions (Leon Colla)

**5.3 Future Meeting Dates**

The draft document was presented and the proposed dates accepted.

It was agreed that the meetings would start at 5.30pm and run until 7.00pm

**5.4 Stage Two Building Plans**

Brendan Shanahan updated Board members on the plans for the second stage.

**6.0 Other Business**

There was no other business

**7.0 Business for the next meeting**

The items suggested were:

Continue with the Board procedural document

Preliminary budget papers to be tabled for discussion

**8.0 Date of next meeting**

The Board will next meet on **Wednesday 15th October at 5.30pm**

**9.0** The Chairperson thanked everyone for their contribution and attendance and declared the meeting closed at 6.32pm.