



P & F MEETING MINUTES

16 May 2018

Present		Apologies
1 Chris Edwards	8 Veronica Kahrmadji	1. Natalie Cameron
2 David Giuffre	9 Natalie Plummer	2. Emma Bell
3 Pete Jansen	10 Renajit Singh	3. Shellie Reid
4 Robyn Petta	11 Bree Flynn	4. Amanda Mouttet
5 Christine Walsh	12 Leonie Adam	5. Tamara Yock
6 Donna Newman	13 Lorraein O'Callaghan-Munt	6. Melissa Kelly
7 Neil Bartholomeusz		7. Flavia Ricciardo
		8. Anna Giuffre
		9. Diana Barzotto-Boggon
		10. Rochelle Keogh



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Agenda Item	Minutes	Decisions/Actions
1 Welcome and Prayer	Meeting commenced 6.40 pm	
2 Business Arising from the Previous Meeting		
2.1 Acceptance of minutes		Minutes accepted: Leoni Seconded: Donna
2.2 Previous Meeting Actions		
(a) 2018 Parent/Carers' Event Update	Refer Item 6.1a	
(b) Outdoor Movie Night Review	<p>Chris provided an overview.</p> <ul style="list-style-type: none"> • The event was a success overall and the weather was perfect. • Thank you to Paul/Jock (grounds-keeping) and Christine for your support. • 300-350 attended. • Food truck sales contributed approximately \$200. • Year 6's fundraised over \$1,000 towards their graduation events. • Overall the P&F didn't cover the overall cost but we didn't intend to. • Thank you to all in the event sub-committee: Natalie Plummer, Melissa Kelly, Diana Barzotto-Boggon, Veronika Kahrmadji, Rochelle Keogh, Anne Bovet 	



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(c) Mothers' Day Stall Review	Robyn provided an overview. <ul style="list-style-type: none"> • This event was also a success and well received. • Expenditure: \$1,919; Recovery: \$1,915 • As at 16 May, 15 payments were outstanding. 	For consideration next year: <ul style="list-style-type: none"> • It was a struggle to make contact with families who did not reply (approx. 80 children). Some parents advised they were not aware of the event. • Some children wanted to buy more than one gift (eg for mum's and step-mums) •
(d) EduDance Review	Chris provided an overview of this event. <ul style="list-style-type: none"> • Overall it was considered a success and thoroughly enjoyed by the children in particular. 	For consideration next year: <ul style="list-style-type: none"> • Decide whether a family should be allowed to win more than one raffle for front row seats. • Reinforce no videoing from seats to avoid blocking off views
(e) Entertainment Book Sales Update	Pete provided an update: <ul style="list-style-type: none"> • Sales to date identical to this time in 2017 ie 30 memberships sold. • 2017 sales total was 102 • 2018 sales target – 143 	Continue marketing via class reps, hard copy flyers and newsletter.



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3 President's Report	<ul style="list-style-type: none"> Chris thanked Rustico again for supplying discounted food platters for this meeting. Chris confirmed that the P&F will provide \$1,500 in support of Year 6 Graduation. 	
4 Treasurer's Report	<p>David provided an update:</p> <ul style="list-style-type: none"> Our current bank balance approx. \$10,094 (up from \$7,500) Additional P&F levy payments are pending Refer 6.2 – School Banking Discussion 	
5 Principal's Report	<p>Christine presented the following update:</p> <ul style="list-style-type: none"> Term 2 is off to a flying start The Talent Show was a huge success, all participants were very excited and it was well attended across a number of days NAPLAN has commenced, so far so good! Swimming commences next week for Years 4 to 6 down at Rivertown Leisureplex Car park is becoming a hotspot so assistance directing parents/carers would be appreciated. Parents MUST be aware of and follow rules at drop off and parking restrictions. The school may take action of repeat offenders. Rules will be reinforced on all digital media. Paul & Jock have requested 12 traffic cones to assist with car park directions. Year 6 camp is off to a great start - we are blessed with perfect weather for the 3 days. I acknowledge the teachers for their willingness to offer this opportunity as it doesn't happen in all schools. 	<p>It was unanimously agreed that the P&F would purchase these cones for the school (approx. \$156).</p>



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	<ul style="list-style-type: none"> The SOS programme has commenced at Gilbert's Willetton, if you shop there please sign up and nominate Orana as the return is 1% of the purchase which adds up. SEQTA communication has been distributed - it is imperative parents/carers take time to set this up and communicate any difficulties to the school. As there are no alerts in SEQTA parents and carers must check in regularly to avoid missing notices. 	
6 General Business		
6.1 Term 1 Events and Activities		
a) 2018 Parents/Carers Adult Event	<p>Nat Plummer provided an overview of the sub-committee's activities:</p> <p>The sub-committee has spent considerable time in investigating options, logistics and costs for this event.</p> <p>Upon investigating pricing for the event, the costs for a social night at an outside venue (due to alcohol restrictions on school grounds) has made such an event uneconomical. Taking into account outlays such as venue hire, food (pizza and paella), decorations, security, DJ, etc, cost recovery (let alone profits) are unlikely even based on a \$50/hd ticket price and assuming up to 150 attendees.</p> <p>The sub-committee proposed an alternative more cost effective event – Casino Royale Night:</p> <ul style="list-style-type: none"> Date: 4 August 2018 Venue: Riverton Leisureplex <ul style="list-style-type: none"> Costs: Hall hire (\$590); Four casino tables (\$2,390) Security (\$700) {no longer required as we are not a high risk event}. 	<p>General consensus was to proceed with the Casino Night</p> <p>P&F to send out notice advertising this event on FB and newsletter.</p>



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	<ul style="list-style-type: none"> ○ Assumed at least 150 attendees @ \$25/hd. <p>As no actual cash would be used in the games, the consensus was that the event was primarily fun based, and not inconsistent with the Catholic ethos.</p>	
b) Colour Run	<ul style="list-style-type: none"> • Further discussion on having this event in Term 3. • Previous constraints on children with flour allergies have been resolved based on materials proposed to be used. • Suggestion was to have parents involved in distributing colour. 	Chris to check cost of this event.
c) Kids Disco	<ul style="list-style-type: none"> • The group agreed this event should continue in 2018. • Volunteers to coordinate the event are needed. • Proposed timing is Week 1, Term 4. • Need to find out who organized the event in 2017 to determine what is required. 	Robyn and Veronica volunteered to assist.
6.2 School Banking	School banking is underway but needs to be promoted by the P&F. Currently coordinated by Jane Windeyer but she needs some support and assistance.	Leonie and Bree to discuss support with Jane.
7 Close & Next Meeting	Meeting closed 8:20 pm	Next meeting 13/06/18