



ST FRANCIS XAVIER PRIMARY SCHOOL
PARENTS & FRIENDS COMMITTEE MEETING Minutes - February 14, 2017

Attendee's: Haley Morris, Mel Sorgiovanni, Donna McAullife, Liz McBride, Anita Teakle, Ben Doyle, Sophie Dyson, Demelza Potiuch, Penny Walker
 Apologies: Mel Gray, Jacque Warr, Simone Watson
 Venue: SFX Library
 Meeting Commenced: 7.09pm

1. Previous Minutes

The minutes of previous meeting September 20, 2016 were accepted as a true and accurate record: Accepted: Donna McAullife Seconded: Liz McBride

2. Business Arising from the previous minutes

2.1 Junior Area Concepts –

1st stage has been completed and we now have the blank canvass to add too.

Need to make contact with the Kindy/PP teachers to source requirement list to complete the wish list.

Mel – to resend area info through again (show what the P&F are currently working on) Final invoice from Landcon has come in \$19,119.45.

Everything looks great and P&F are keen to forge ahead with the ECE Playground redevelopment.

2.2 Feast Day –

Great success

Total cost \$2147.25

Future considerations:

- More food stalls available (one stall was very slow moving)
- Manning of bouncy castles – may look to get Nagle Yr7 (ex students) to come do for Community service.
- Look to book services earlier (eg: Petting zoo, ponies)
- Change up what is available each year

3. Reports:

3.1 Principal's Report

Please see attached

3.2 Treasurer's Report – Anita Teakle

Refer Treasurer's report accompanying Minutes.

- CDF Balance	\$27,561.19
- ANZ Cheque Account	\$11,899.34
- Less funds committed	\$
- Plus Funds to bank/transfer	\$19,119.45

TOTAL \$20,341.08

CDF Fund had been reinvested for another 3 months, due to expire in 25 April 2017.

3.3 Board Report: – Ben Doyle

Now that the board has completed 19 of the 22 strategically planned items. Moving forward the Board will be work on a new plan. In the meantime, will continue to keep on top of maintenance issues. Compliance of the new Code of Conduct will also be monitored by board as this is implemented for the welfare of the children.

3.5 Calendar of Events & Fundraisers

Term 1. Father Child Campout – 25th March

Term 2 Quiz Night for Seniors (May)
 Mothers Day Raffle (Pamper pack)

Other future possibilities:

Clara – Swimming with Sharks talk 1-1 1/2hr (Feb/Mar/Apr)

Movie night

Fathers Day Raffle (need to contact Bunnings early)

Adidas Fun Run – to tie in with the Cross County

P&F fundraising goals

Junior area

4. **Correspondence In:**

Promotional fundraising material. Cadbury, Paint the plate, Mothers Day catalogue.

5. **Correspondence Out:**

6. **General Business:**

Request for **Jane** to provide P&F committee with up to date events calendar for the year.

Ben to contact Kick Solutions for a price on an A frame notice board for up and coming events eg: P&F meetings.

Haley to contact Athletes Foot to find out if donation back to school for purchasing school shoes is an all year around offer or just lead up to back to school. Find out how to register SFX.

No funds received from Spencils and \$54 from Bright Stars (this could be due to school providing book list).

Auditing for the SFX P&F books has been completed by Grant Russell. Grant is happy to complete the 2017 audit but we will need someone for 2018 and beyond. **Ben** to make enquires with Lifetime Accounting and **Anita** to check if Deb Wheeldon would be interested.

Mel needs to go to ANZ to be added as a signatory for the SFX P&F Assoc account. Will look to make enquiry about a read only option for account on internet.

Thoughts to create a funky flyer to show what being on the SFX P&F Committee is.

Share IGA donation with the parents of the school to help promote the Points reward system.

Special Skills of P&F Committee:

Sophie – will have an embroidery machine soon (if helpful for anything)

Demelza – offer of vouchers (donations) and any Hair & Beauty requirements if any

Liz – Woodwork, Metal work, Art, Textiles & Design

7. **Closed:**

There being no further business to discuss the meeting closed at 8.30pm.

8. **Next Meeting:**

The next P&F meeting is scheduled for **14th March, 2017** in the SFX Library. **All welcome – BRING A S-F-X FRIEND!**