



St Francis Xavier Primary School Parents & Friends Committee

Meeting Minutes

Date Tuesday 15th August 2017
Time 7.00pm
Venue St Francis Xavier Primary School Library
Address 5 Maitland Street Geraldton WA 6530

Attendees	Ben Doyle	SFX Principal
	Haley Morris	President
	Mel Sorgiovanni	Secretary
	Anita Teakle	Treasurer
	Liz McBride	Donna McAullife
	Tara Kirby	Steph

Apologies Penny Walker
Melissa Gray
Sophie Dyson

President, Haley Morris, welcomed everyone and declares meeting open at 7.04pm.

PRAYER

Ben Doyle conducted.

No Conflict of interest declared

AGENDA

Confirmation of Agenda dated – 15th August 2017 as tabled.

Accepted unanimously by show of hands.

MINUTES

Draft Minutes of the meeting dated 25th July 2017 and emailed to all members prior to the meeting and tabled.

MOTION ONE: Draft Minutes of the previous meeting held on the
25th July 2017 to be accepted as a true and accurate record.

Moved: Steph

Seconded: Donna McAullife

Accepted unanimously by show of hands



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BUSINESS ARISING FROM PREVIOUS MINUTES

ACTION ITEMS LIST, as tabled: Please see attached table

- **CURRENT ITEM 1**
 - Cua Colour Run
- **CURRENT ITEM 2**
 - Junior Play Area
- **PENDING ITEM 1**
 - Swimming with Sharks Talk

PRINCIPAL'S and BOARD REPORT

- See attached Principal's report
- Verbal update given of Board meeting
 - Board looking at an Online booking system for the Canteen
 - Reviewing Playgroup, before and after school care 2018.

FINANCIAL REPORT

Anita Teakle presented financial statement reports for period 25th July to 15th August 2017 as emailed to members on Monday 14th August 2017 and tabled

- Total Income \$78.70, outstanding income of \$Nil
- Total Expenses \$300.00 (L'Italiano invoice for Junior disco)
- Total funds available \$33,136.91
- CDF term deposit fund \$27,697.11, due to expire 24th October 2017
- Refer to attached for notes.

MOTION FOUR: Financial Reports as tabled and presented to be accepted and adopted for period 25th July to 14th August July 2017

Moved By: Mel Sorgiovanni

Seconded By: Haley Morris

Accepted unanimously by show of hands

CORRESPONDENCE – IN

- Email Children's week grant info
- Quotes for Stage 1 of Kindy/PP area



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CORRESPONDENCE – OUT

- Nil

GENERAL BUSINESS

- Cua Colour Run – Booked in for 1st December.
 - 15th October – Start to drip feed the event with Facebook posts and texts.
 - 23rd October – students to receive packages to start fundraising.
 - 24th November – Money needs to be returned and in to enable prizes to be sent. Need to be onto parents to remind them of this date.
 - Kindy to run on the 30th November
 - PP – Year 6 booked in for 1st Dec (same day as Feast Day).
 - Need to get advance notice to families to pick up a white t-shirt that can be ruined with colour.
- Junior Area
 - Quotes reviewed and discussed, all agreed that Parscape is to be awarded the job to complete Stage one ground preparation.
 - Stage 2, of equipment purchase will be for 2018.
- Movie Night & Quiz Night
 - Confirmed date of the 13th October for 4/5 Father child movie night.
 - Suggested movie current Ghostbuster movie.
 - \$5/person attending
 - 5.30pm for 7.00pm movie start.
 - Sausage sizzle, popcorn/chips and drinks
 - Suggested bring pillows, beanbags, blankets etc
 - Create flyer
 - Quiz night be pushed to 2018
- Feast Day
 - Contact all suppliers from last year to book in date 1st December.
 - Add in extra food truck.
 - Provide extra supervision for jumping castles.
 - Instead of Wildlife park animals – see if we can get the petting zoo.
 - Contact Songbird (band) for pricing.
 - Steph to speak to Bunnings about list of other possibilities to include.

MEETING FINALISATION

NEXT MEETING	P&F Meeting
Date	Tuesday 19 th September 2017
Time	7pm to 8.00pm
Venue	St Francis Xavier Primary School Library
Address	5 Maitland Street Geraldton WA

Time Meeting Closed 7.55pm

Haley Morris
Chairperson



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Signature
/ 09 / 2017
