



St Francis Xavier Primary School Parents & Friends Committee

Meeting Minutes

Date	Tuesday 17 th October 2017
Time	7.00pm
Venue	St Francis Xavier Primary School Library
Address	5 Maitland Street Geraldton WA 6530

Attendees	Ben Doyle	SFX Principal
	Mel Gray	President
	Mel Sorgiovanni	Vice President
	Anita Teakle	Secretary
	Liz McBride	Treasurer
	Mel Gray	
	Kym Morphew	
	Donna McAullife	
	Steph Sandford	
	Penny Walker	
	Tara Kirby	
Apologies	Haley Morris	

Vice President, Mel Gray, welcomed everyone and declares meeting open at 7.05pm

PRAYER

Ben Doyle conducted.

No Conflict of interest declared

AGENDA

Confirmation of Agenda dated – 19th September 2017 as tabled.

Accepted unanimously by show of hands.

MINUTES

Draft Minutes of the meeting dated 19th September 2017 and emailed to all members prior to the meeting and tabled.



St Francis Xavier Primary School Parents & Friends

Committee

Meeting Minutes

MOTION ONE: Draft Minutes of the previous meeting held on the 19th September 2017 to be accepted as a true and accurate record.

Moved: Ben Doyle

Seconded: Donna McAullife

Accepted unanimously by show of hands

BUSINESS ARISING FROM PREVIOUS MINUTES

ACTION ITEMS LIST, as tabled: Please see attached table

CORRESPONDENCE – IN

- PFFWA – Screenages – Ben will see if there is a trailer
- PFFWA – Name change
- Online Canteen

CORRESPONDENCE – OUT

- Nil

PRINCIPAL'S and BOARD REPORT

- See attached Principal's report
- Board Report – Maintenance. Bishop Michael sent Jacquie Correy to Melbourne for Safe Guarding Conference.

FINANCIAL REPORT

Anita Teakle presented financial statement reports for period 19th September to 16th October 2017 as emailed to members on Monday 16th October 2017 and tabled

- Total Income \$280.00, outstanding income of \$Nil
- Total Expenses \$Nil
- Total ANZ Cheque Account \$5,754.37
- Total funds available \$33,588.07
- CDF term deposit fund \$27,833.70, due to expire 24th October 2017 – All agreed to roll over for 6 months.
- Refer to attached for notes.

MOTION FOUR: Financial Reports as tabled and presented to be accepted and adopted for period 19th September to 16th October 2017

Moved By:

Seconded By: XX

Accepted unanimously by show of hands



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GENERAL BUSINESS

- **CURRENT ITEM 1 - Cua Colour Run**
 - Liz – Spoke to Fire Brigade and their community calendar is full.
 - Penny – will follow up with Police – Constable care, dog, horse?
 - School has obstacle course planned.

- **CURRENT ITEM 2 - Feast Day**
 - Steph – needs a letter to Bunnings to request community involvement for crafts stall.
 - Penny has confirmed with all vendors. Didn't get a response from Photobooth guy. Mel to follow up cost with Gigglebox.
 - Request made to see if food vendors wish to make a donation back to school. Will wait to see if they contribute and possibly only offer to those for 2018 that do.
 - Jump n Bump \$30/hr for Supervisors. Agreed to pay for help.
 - May move vendors around.
 - Retic to be marked.
 - Need someone there to meet and greet.

- **CURRENT ITEM 3 - Junior Play Area**
 - Stage 1 booked to start in the December holidays.

- **CURRENT ITEM 4 – Movie Night**
 - Success. After hiccup, got movie to work. Thank you Ben
 - No Vegetarian options.
 - 60 roughly attended.

- **CURRENT ITEM 5 – Christmas Concert**
 - Next meeting, discuss seeking parent help for sausage sizzle.

- **PENDING ITEMS**
 - **Swimming with Sharks Talk**
 - **Spring Carnival 2018**

MEETING FINALISATION

NEXT MEETING

Date

P&F Meeting

Time

Tuesday 14th November 2017

Venue

7pm to 8.00pm

Address

St Francis Xavier Primary School Library

Time Meeting Closed

5 Maitland Street Geraldton WA

8.05pm

Haley Morris Chairperson

Signature

/ 11 / 2017