



St Francis Xavier Primary School Parents & Friends

Committee

Meeting Minutes

Date	Tuesday 14 th November 2017
Time	7.00pm
Venue	St Francis Xavier Primary School Library
Address	5 Maitland Street Geraldton WA 6530

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

President, Haley Morris, welcomed everyone and declares meeting open at 7.05pm

PRAYER

Ben Doyle conducted.

No Conflict of interest declared

AGENDA

Confirmation of Agenda dated – 14th November 2017 as tabled.

Accepted unanimously by show of hands.

MINUTES

Draft Minutes of the meeting dated 17th October 2017 and emailed to all members prior to the meeting and tabled.



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Meeting Minutes

MOTION ONE: Draft Minutes of the previous meeting held on the 17th October 2017 to be accepted as a true and accurate record.

Moved: Steph Sanford

Seconded: Penny Walker

Accepted unanimously by show of hands

BUSINESS ARISING FROM PREVIOUS MINUTES

ACTION ITEMS LIST, as tabled: Please see attached table

CORRESPONDENCE – IN

- Invitation P&F Induction evening – 8th February PFFWA
- Australian Fundraising brochure

CORRESPONDENCE – OUT

- Nil

PRINCIPAL’S and BOARD REPORT

- See attached Principal’s report
- Board Report –

FINANCIAL REPORT

Anita Teakle presented financial statement reports for period 17th October to 13th November 2017 as emailed to members on Monday 13th November 2017 and tabled

- Total Income \$510.00 (Movie night), \$2853.40 & \$2027.42 (Cua Colour Run)
- Total Expenses \$200 (estimated for movie night)
- Total ANZ Cheque Account \$11,145.62
- Total funds available \$39,116.58
- CDF term deposit fund \$27,970.00, has been rolled for 6 months and due to expire 20th April 2018.
- Refer to attached for notes.

MOTION FOUR: Financial Reports as tabled and presented to be accepted and adopted for period 14th October to 13th November 2017

Moved By: Kym Morphew

Seconded By: Mel Gray

Accepted unanimously by show of hands



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GENERAL BUSINESS

- **CURRENT ITEM 1 - Cua Colour Run**
 - Thursday Kindy
 - Friday PP – 2 and then 3 – 6
 - 2 sets of obstacles (a loop)
- **CURRENT ITEM 2 - Feast Day**
 - Mel G & Anita to be at school to assist showing where suppliers can setup
 - Retic to be marked.
- **CURRENT ITEM 3 - Junior Play Area**
 - Stage 1 booked to start in the December holidays.
- **CURRENT ITEM 4 - Christmas Concert**
 - Bakers Delight donate bread
 - Sausages from Gearings
 - Soft drinks supplied by Haley (left over bought back)
 - Haley will co-ordinate food and drinks
 - Mel to look for flyer to request help from parents
 - Steph's husband Nathan will help with cooking
- **PENDING ITEMS**
 - **Swimming with Sharks Talk**
 - **Spring Carnival 2018 – 24th March TBC**

MEETING FINALISATION

NEXT MEETING

Date

Time

Venue

Address

Time Meeting Closed

AGM Meeting

Tuesday 21st November 2017

7.00pm

St Francis Xavier Primary School Library

5 Maitland Street Geraldton WA

8.20pm

Haley Morris Chairperson

Signature

/ 11 / 2017
