



St Francis Xavier Primary School Parents & Friends Committee

Meeting Minutes

,Date Tuesday 20th March 2018
Time 7.00pm
Venue St Francis Xavier Primary School Library
Address 5 Maitland Street Geraldton WA 6530

Attendees	Ben Doyle Kym Morphew	SFX Principal President Vice President Secretary Treasurer
	Anita Teakle Penny Walker Liz McBride	

Apologies Mel Gray, Mel Sorgiovanni,
Mandy Jones, Haley Morris,

President, Kym Morphew, welcomed everyone and declares meeting open at 7.00pm

PRAYER

Ben Doyle conducted.

No Conflict of interest declared

AGENDA

Confirmation of Agenda dated – 20th March 2018 as tabled.

Accepted unanimously by show of hands.

MINUTES

Draft Minutes of the meeting dated 20th February 2018 and emailed to all members prior to the meeting and tabled.

MOTION ONE: Draft Minutes of the previous meeting held on the
20th February 2018 to be accepted as a true and accurate record.

Moved: Kym Morphew Seconded: Anita Teakle

Accepted unanimously by show of hands



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BUSINESS ARISING FROM PREVIOUS MINUTES

ACTION ITEMS LIST, as tabled: Please see attached table

CORRESPONDENCE – IN

- Email PFFWA – Newsletter & Conference Registration

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 20th February to 20th March 2018 as emailed to members on Monday 19th March 2018 and tabled

- Total ANZ Cheque Account \$28,638.05.
- CDF term deposit fund \$27,970.96, will mature on 20th April 2018.
- Total funds available \$56,609.01
- Less Outstanding expenses \$53,697.04
- Plus funds to be banked \$11,300.00
- Total Funds Available \$14,211.97
- Refer to attached for more detail.
- All agreed to transfer \$20k to the cheque account to finalise outstanding payment for ECC play area.

Accepted unanimously by show of hands

MOTION FOUR: Financial Reports as tabled and presented to be accepted and adopted for period 20th March 2018

Moved By: Penny Walker

Seconded By: Liz McBride



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GENERAL BUSINESS

- **CURRENT ITEM 1 – Autumn Derby**
 - Successful night with just over \$8k raised.
 - Special mention goes to bar staff, Linda & Sarah.
 - Kirsten for the amazing deserts.
 - Feedback has been great.

- **CURRENT ITEM 2 – Easter Raffle**
 - Tickets & flyers have been sent out, thanks Penny.
 - Mel will collect flower boxes from Perth for hampers.
 - Reminder on Class Dojo
 - Ben to ask year one parents, 3 from each class to help collate prizes 2.00pm Wednesday.

- **CURRENT ITEM 3 – Kindy/PP Art Show**
 - Kirsten has approached the Kindy/PP teachers to get ball rolling
 - No charge for Artshow
 - Kym to follow up with Kirsten to set date and what kids will be completing
 - Confirmed date with Kirsten, 20th May 2 – 4pm
 - Canteen to do platters
 - Mel & Kym to arrange Liquor Licence
 - Arrange Bar Staff (Linda Osborne?)
 - Music, Ben to enquire with Nagle, Kym to ask Kirsten if she has arranged.

- **CURRENT ITEM 4 – Coles – Sports for School**
 - Voucher boxes are now placed at school & outside of Coles.
 - Kym Collecting vouchers and sending away in prepaid parcels.

- **CURRENT ITEM 5 – Athletes Foot**
 - Ben following up on cheque

- **CURRENT ITEM 6 – Disco**
 - Contact Simone Watson to arrange 22nd June for years 1 - 3

- **CURRENT ITEM 7 – Meeting times & dates**
 - Leave as is for the next meeting.

- **PENDING ITEMS**
 - **Swimming with Sharks Talk** – Kym to follow up with Mel Gray

MEETING FINALISATION



St Francis Xavier Primary School Parents & Friends
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NEXT MEETING

Date

Time

Venue

Address

Time Meeting Closed

P&F Meeting

Tuesday **15th May 2018**

7.00pm

St Francis Xavier Primary School Library

5 Maitland Street Geraldton WA

8.10pm

Kym Morpew

Chairperson

Signature

/ 05/2018
