PARENTS & FRIENDS ASSOCIATION
MINUTES OF MONTHLY MEETING
Held Wednesday 12 May 2010
Prep Rooms

1. **Welcome**
M.O. opened the meeting at 7.35pm and welcomed all present.

**Special Presentation**

Miss Letitia Rush and Mr Adam Bennie demonstrated the capabilities of the interactive whiteboards which have been purchased with P & F funds. It was agreed by all present that the whiteboards have had a positive effect of tapping into the childrens enthusiasm and engaging them in a new and fun way.

1.1. **List of Attendees**
Maree Ott (Vice President), Toni Casey (Treasurer), Shelley Duffy (Secretary), Roycelyn Wilden (Principal), Judy Nicolls, Nicole Morrison.

2. **Opening Prayer**

3. **Apologies**
Kaylene Perisinotto, Sheryl Prins, Emma De Roquefeuil

4. **Minutes of Previous Meeting**
The minutes of the last monthly meeting held 10 March 2010 were circulated prior to the meeting.
Moved by Maree Ott that the minutes be accepted as a true record of the meeting.

4.1 **Business Arising from the Minutes**
4.1.1 There has been no interest in the surplus 2009 yearbooks for sale for $5
4.1.2 To date, 3 interactive whiteboards have been gifted to the school.
4.1.3 2 new storage boxes have been purchased with P & F funds and are now in use in the undercover area. Thanks to Judy Nicolls for co-ordinating.
4.1.4 An extra interactive whiteboard has been gifted by the P & F and is on order.
4.1.5 New parking restrictions are in place on Grove Crescent

5. **Principals Report**
See Attached
6. **Presidents Report**

See Attached

7. **Treasurers Report**

See Attached.

The current cash available is $63,989.07 split

- Operating Account 40,784.45
- On Call Account 23,104.62
- Cash on Hand 100.00

8. **Correspondence Report**

**CORRESPONDENCE INWARD**

a. Thank you letter from Gayle Sheehy (Retiring Art Teacher)

b. Thank you letter from Life Education Centre Foundation Qld Inc for P & F support of Life education Van at the school.

c. Various fundraising and promotional material

d. Thank you letter from Little Kings Movement re: monetary donation from Easter Raffle

**CORRESPONDENCE OUTWARD**

e. May notice of meeting

f. Minutes of March Meeting

g. Goldicott Thank you letters and certificates to sponsors, families and businesses who donated in some way to the success of our major fundraiser.

h. Certificates and thank you letters to donators of goods for Mothers Day Stall.

9. **Fundraising and Social Calendar**

* **Easter for Everyone** Over $1000.00 raised and donated to Little Kings Movement.

* **Mothers Day Stall** Special mention to Nicole Morrison for her efforts to buy and package so many gifts in such a thoughtful and professional manner. Thank you also to the many families who donated towards the stall.

* **Sausage Sizzles** Nicole Harris and her team of helpers have contributed towards the success of the sausage sizzles and will be continued until the tuckshop is up and running again.

* **School Disco** Contrary to previous estimates, it is thought the school hall may not be available now for the disco on July 23. M.O. will discuss further with Patrice McKay.

* **R.W. and M.O.** will consider how we may incorporate a ‘Childrens Art Sale’ into the Art Show and Sunset Serenade evening.

10. **General Business**

10.1 **Tax Audit** Thank you to Chahab Manchadi for auditing of P & F accounts and to Sandy Roessler for organising.
10.2 Future Tax Auditing

T.C. advised that she has been approached to audit St Sebastians School P & F Accounts in exchange for their Treasurer auditing of our P & F Accounts. T.C. to discuss with Sandy Roessler.

10.3 School Magazine

No volunteers yet for the school magazine. S.D. to contact Patrice McKay re: Role Description for co-ordinator of school magazine for 2011.

10.4 Uniform Shop Convenor

Veronica Underhill has commenced full time employment and we will therefore require a new convenor. M.O. will place an extra advert in the school newsletter re: same.

11. Date of Next Meeting

The next meeting will be held on Wednesday 9 June 2010 from 7pm.

Close of Meeting

There being no further business, the meeting was closed by MO at 9.30pm