

**Holy Rosary P&F Meeting  
Tuesday 28 March, 2017 at 7.00pm  
Holy Rosary Staff Room**

**Attendees:**

Mark De Kluyver (MD)  
Brother Stephen Barker (SB)

Al King (AK)  
Peter Devlin (PD)  
Simon Devlin (SD)  
Nathan Byrne (NB)

Sue Griffin (SG)  
Natalia Della-Pollina (ND)  
Mark Nolan (MN)  
Amanda Oliver (AO)  
Boris Daza

**Apologies:**

Rachel Nash (RN)  
Felicity Kendall (FK)

**Minutes of Meeting (Taken by AK)**

	Item Description	Action
1.	<b>Previous meeting minutes: February 2017 Approved by PD, Seconded by MN November 2016 minutes still awaiting confirmation and approval</b>	
2.	<b>Principal's Report (MD)</b> <ul style="list-style-type: none"> <li>• Circulated by email to attendees</li> </ul>	
3.	<b>Finance Update (PD)</b> <ul style="list-style-type: none"> <li>• Account Summary Circulated</li> <li>• Maggie Dent Funds Received</li> <li>• Newman Invoice Received</li> <li>• Some outgoings for Maggie Dent still expected but nothing too significant</li> </ul>	
4.	<b>Event Review – Dad's and Kids Campout (NB)</b> <ul style="list-style-type: none"> <li>• Simon gave thanks and positive feedback</li> <li>• 75 families attended</li> <li>• All costs paid, profit of approximately \$640 expected</li> <li>• Talk to Simon about how to word money handling discussion</li> </ul>	
5.	<b>Business Directory Update (MN)</b> <ul style="list-style-type: none"> <li>• Simon gave positive feedback and thanks regarding the Sundowner event</li> <li>• Approximately 25 attendees</li> <li>• P&amp;F funds ended up not being required, thanks for personal contributions</li> <li>• Sweet Lips, Katherine Duffy, etc made great contributions of catering</li> <li>• Good possibilities to align businesses with events (ie campout)</li> <li>• Business directory has own facebook site, newsletter presence, school website</li> </ul>	

Item Description	Action
<p><b>6. Class Rep Update</b></p> <ul style="list-style-type: none"> <li>• All class reps now in place</li> <li>• Channels of communication are working well</li> <li>• Comments that the transfer of information is working well, good feedback regarding class blogs</li> <li>• P&amp;F meeting date and time was circulated by reps</li> <li>• ND suggested encouraging class reps to attend P&amp;F meetings</li> </ul>	
<p><b>7. Board Rep Update</b></p> <ul style="list-style-type: none"> <li>• MN attended last board meeting</li> <li>• Board gave feedback for P&amp;F and made suggestions regarding P&amp;F communications</li> <li>• Board would like to see higher participation at meetings, events etc</li> </ul>	
<p><b>8. Contemporary Classrooms Video Presentation (SG)</b></p> <ul style="list-style-type: none"> <li>• Video presented at end of Business Directory discussion</li> <li>• Thanks to Sue Griffin, Geordie and Dave Edwards for compiling the video in a rapid manner</li> <li>• SG will continue to work on some other promotional materials</li> </ul>	
<p><b>9. Upcoming Events Discussions</b></p> <ul style="list-style-type: none"> <li>• Bunnings BBQ date 6<sup>th</sup> August, possibly another date available for second one in November</li> <li>• Entertainment books, previously co-ordinated by Fiomena, many thanks for efforts over many years. Still worthwhile doing, look at doing electronic (app) edition only, link via school website. Looking for someone to champion. Highlight P&amp;F business directory businesses that are in the entertainment directory</li> <li>• Mothers day morning tea. Has generally been run by P&amp;F mothers. Budget normally approx \$400 funded by P&amp;F. Business directory companies should be incorporated.</li> <li>• Trivia Night prep underway</li> </ul>	SD / AK
<p><b>10. P&amp;F Survey Discussion</b></p> <ul style="list-style-type: none"> <li>• Sub-committee to be formed, Nathan, Simon, Sue and Narelle.</li> <li>• Goals for the survey to be set, in general looking for ideas regarding projects, fundraisers, events etc</li> <li>• Targeting Term 3 for survey to then lead into project planning / budget process</li> <li>• Discussion regarding timing of the survey, project funding next year is only one part of the survey</li> <li>• Update to be provided at next meeting plus draft questions within 14 days</li> <li>• P&amp;F do have access to Survey Monkey</li> </ul>	Narelle
<p><b>11. General Business</b></p> <ul style="list-style-type: none"> <li>• A parent has volunteered to maintain the P&amp;F page</li> <li>• Contemporary classrooms year 1 was 2016, 2 and 6 this year (50 / 50 school PF), would be good to finish last 3 next year</li> <li>• Possibly put out a newsletter by email to inform families about P&amp;F roles</li> <li>• Look at putting out photos etc of events for people to see / wrap ups</li> <li>• Chocolate drive timing discussed. Fundraising was not huge from this and it was somewhat complicated. Another event may be done instead (lapathon or colours run) or chocolate drive done later in the year. Any additional events and fundraisers need a champion to drive them.</li> </ul>	

Item Description	Action
<b>Next Meeting:</b> Last Tuesday in May 7:00pm in Staff Room	
<b>Meeting Closed:</b> 8:25 PM	