

**Holy Rosary P&F Meeting
Tuesday 27 June 2017 at 7.00pm
Holy Rosary Staff Room**

Attendees:	Apologies:
Mark De Kluyver (MD)	
Brother Stephen Barker (SB)	Felicity Kendall (FK)
Simon Devlin (SD)	Narelle Foster (NF)
Nathan Byrne (NB)	
Peter Devlin (PD)	
Mark Nolan (MN)	
Sue Griffin (SG)	
Kristy Denham (KD)	
Michelle Della France (MDF)	
Al King (AK)	

Minutes of Meeting (Taken by AK)

	Item Description	Action
1	<p>Previous meeting minutes</p> <ul style="list-style-type: none"> June 2017 minutes approved by PD and seconded by MD 	
2	<p>Business arising from last meeting not detailed as separate agenda item</p> <p>Parish funding request Nothing heard back from Parish regarding quiet area. A scope of the project had been requested for consideration. Thoughts are that some support can be provided (busy bee) or maybe some funding in the future. Any funding would be subject to normal process of project planning and controls.</p>	
3	<p>Principal's report (MD)</p> <ul style="list-style-type: none"> Principal's report to be circulated with minutes <p>Key points included:</p> <ul style="list-style-type: none"> Term has been busy with a lot of activities Attendances for the term have been good (better than same term last year) P&F events for the term have been successful, Mark has received good feedback 	
4	<p>Finance update (PD)</p> <ul style="list-style-type: none"> Account Summary Circulated Balance is \$23,542 Income from quiz night 	

	Item Description	Action
5	Business Directory update (MN) <ul style="list-style-type: none"> Nothing of note 	
6	Class Rep update <ul style="list-style-type: none"> Nothing of note 	
7	Board Rep update (MN) <ul style="list-style-type: none"> MN reviewed audit of works provided by Mark, all critical items within the scope 	
8	Recent Events Review - Quiz Night (SD) <ul style="list-style-type: none"> More people than last year, 133 attended versus 123 Bar sales were down on last year Raffle went well, slightly less income but less expense Auction items around same as last year, 1 item passed in due to bid being too low \$7,242 raised, bit less than last year Commentary box prize still available for raffle or auction. To be raffled, fit bit for 2nd prize and Jerome coaching for a prize (cricket), Shaun Reddage basketball coaching. General sport theme raffle. Draw date required for, drawn during week of 28th July or so. Term 2 Disco event wrap up <ul style="list-style-type: none"> Good event, well attended even though were competing activities on Many thanks to Michelle for organising the event Year 6 students did a great job Approximately \$1,300 raised which was a great result Heaps of volunteers available and assisted 	SD, NB, AK MDF
9	Bunnings fundraiser (NB) <ul style="list-style-type: none"> Scheduled for 6th August - Sunday NB to investigate additional date to raise money for Pre-Primary lawn replacement 	NB
10	P&F Survey Discussion <ul style="list-style-type: none"> Narelle commenced constructing survey Scope and structure of survey has been worked on Confirming what the function of the P&F should be to then allow the survey to provide feedback at a later date Subgroups for fundraising and communications identified as concepts to improve performance and allow people to contribute in a manner that suits them Formal survey to be held off at present Mini surveys to be done after events to assist in future planning 	MN, SG
11	Pre-Primary Lawn – presentation by Michelle Della France <ul style="list-style-type: none"> Funding for the project discussed again Two quotes received, GST inclusion to be confirmed 	MDF

	Item Description	Action
	<ul style="list-style-type: none"> • Lifespan of synthetic turf should be confirmed, Veritas has stood up well • Indications are that teachers wish-list will not be higher next year than this year • Voted and agreed to fund up to \$4,500 • School will loan funds for payment in 2017 if P&F funds not available this year • Michelle Della-Franca will be project manager 	
12	<p>Social Fundraising Committee</p> <ul style="list-style-type: none"> • Some parents happy to help with or run fundraising events but won't be able to attend all P&F meetings. • Look at having an event late term 3 / early term 4. Let organisers of event decide theme of event • Movies night last year was good, would be good to do again (Kristie Denham and Michelle) • Pretty much agreed to have a separate fundraising committee with a representative to give updates at P&F meetings 	MDF
13	<p>Communications Co-ordinator</p> <ul style="list-style-type: none"> • Concept originated from the work on P&F survey • Sue has volunteered to act as a communications co-ordinator to improve the promotion of P&F throughout the school community. • Badged more as "school community news" than strictly P&F. Named to be decided, should include "holy rosary". 	SG
14	<p>General Business</p> <ul style="list-style-type: none"> • P&F Facebook page is going well (KD) 237 likes • Mark Nolan raised the idea of utilising crowd funding as a way to raise funds for projects, agreed that it is a good concept and should be explored further • Standing agenda for meeting to be updated to reflect fundraising committee and communications co-ordinator 	MN AK
	Next Meeting: Tuesday 27 June in Staff Room	
	Meeting Closed: 8:55 PM	