ST LUKE’S CATHOLIC PRIMARY SCHOOL
PARENTS & FRIENDS ASSOCIATION
MEETING MINUTES

FOR THE MEETING HELD ON Wednesday 13th August 2014 COMMENCING AT 7.30pm

Attendees:  
David Hunter  
Tracy Detata  
Larissa Jones  
Those recorded in the attendance book

Apologies:  
Anita Pugliese  
Irenie Tasselli

1. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on 25th May 2014 were confirmed as a true and accurate record. Forwarded by John Mason and seconded by Nicki Barrett

2. MATTERS ARISING FROM PREVIOUS MINUTES

Nil

3. CORRESPONDENCE INWARDS

Lots of fundraising pamphlets were received. We received a letter from Bunnings BBQ is ready for pick up this week. Other correspondence was Pie Day invoices.

4. CORRESPONDENCE OUTWARDS

Nil

5. PRINCIPALS REPORT – David Hunter

   Blinds for Dance Hall
   There was a hold up with the colour selection. This should be completed shortly.

   Visual Arts materials
   Can we proceed?
   I would kindly like to request the following items for the Visual Arts program:

   * 2 class sets of A4 picture frames for Year 6 pastel studies as Graduation gifts for their families. Priced at $5 per frame from ikea.
   Approx. 65 frames = $325.00 For display in the front office.

   * Art books and posters from the Art Gallery bookshop. [approx $300] (These have been purchased)

   National Quality Schools (request for funds)
   PP- see note ($5000)
   Year1& 2- ($3000)

   School Website Upgrade
   This is due to go live next week. There are a few small adjustments that need to be made.

   Performing Arts – Dance
   The year 3, 5 and Irish tap group will be performing Thursday week at the convention centre. Thanks to all the parents who have helped with costumes and the P&F for its assistance subsidizing the costumes.
6. TREASURER’S REPORT –
The cash at bank balance for the P&F Association at 13th of August 2014 is $54,134.29.

The receipts since our last meeting have been:

1. Pie Day Income - $2,573.30
2. Interest - $40.58

Total received $2,613.88

Payments made include Footy tipping $400.00, and Pie day expenses $3,186.60

I have emailed Theresa @ CDF to discuss putting funds into term deposit and am waiting her reply.

7. FUNDRAISING REPORT

• Nicki Francis will be collecting Kidz a buzz forms
• Tracy will follow up with Sabina on Movie Night

8. BOARD REPORT – Nicole Barrett:

There has been no board meeting since the last P & F Meeting

9. GROUNDS REPORT – Lianne Noonan on behalf of Jason Noonan

Jason spoke with Mr Plant and was advised sand is required in playground area and there is rubbish along wire fencing. David Hunter advised that the students can be responsible for the rubbish.

10. GENERAL BUSINESS

• John Mason advised he has spoken with David Cook regarding the Cyber Safety talk and will come back to us with a date and advise if there is any cost involved.

• It was voted and agreed the P &F would fund Preprimary requests for new play equipment & storage in rooms - $4,500.00

• Ann Butler raised changing the constitution to reduce the amount that the P & F could vote on at a general meeting, she was offered the chance to formally request this change but declined.

• P & F Federation invoice was voted on and it was agreed we would pay this invoice for $1688.75

• It was voted and agreed the P&F would fund Yr 1 & Yr2 requests for new equipment to meet National Quality standards – Total of approximately $2,800.00

• Newsletter format was discussed to include all meeting topics and a mention of all goods purchased using P & F funds

• The Secretary & Vice President roles are still vacant.

11. DOOR PRIZE

Tracy Detata drew the door prize. The lucky winner was Tracy Detata
12. NEXT MEETING

The next meeting will be held:-
Date: Wednesday 10\textsuperscript{th} September 2014
Time: 7.30pm
Venue: St Luke’s Catholic Primary School Library

The meeting closed at 8:40pm

___________________________   _______________________
Tracy Detata     Date
P&F President

**Items RESOLVED and being attended to from Previous Meetings**

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Date</th>
<th>Person Responsible</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Website Upgrade</td>
<td>25.9.13</td>
<td>David</td>
<td>Should be live any day</td>
</tr>
<tr>
<td>Quotes to get blinds for the Performing Arts Centre</td>
<td>2.4.14</td>
<td>David</td>
<td>Being installed currently slight delay with the colour</td>
</tr>
<tr>
<td>Class Rep lists</td>
<td>2.4.14</td>
<td>Tracy</td>
<td>All contacted and up to date</td>
</tr>
<tr>
<td>Parent Cyber Safety forum</td>
<td>2.4.14</td>
<td>David</td>
<td>John Mason has made contact with the presenter and requested some proposed dates</td>
</tr>
<tr>
<td>Xmas card fundraiser</td>
<td>2.4.14</td>
<td>Nicki Barrett</td>
<td>Need to discuss and involve Michelle Bryant. Has now received all of the information and will liaise with Michelle</td>
</tr>
<tr>
<td>Facebook link to free soft wear</td>
<td>2.4.14</td>
<td>David</td>
<td>David speaking with teachers about their recommendations. Could possibly be added to the new website.</td>
</tr>
<tr>
<td>P&amp;F to pay for sport clinics</td>
<td>2.4.14</td>
<td>David</td>
<td>David advised Rob is aware of our offer and will request funds if they are required.</td>
</tr>
<tr>
<td>P&amp;F to fund any repairs or new sporting equipment</td>
<td>2.4.14</td>
<td>David</td>
<td>David advised Rob is aware of our offer and will request funds if they are required.</td>
</tr>
<tr>
<td>P&amp;F to fund new take-out Kindy playground equipment</td>
<td>2.4.14</td>
<td>David</td>
<td>Progressing</td>
</tr>
<tr>
<td>End Of Year Christmas Function</td>
<td>2.4.14</td>
<td>Nikki Francis</td>
<td>The event will run in Term 4 with a date to be finalised ASAP. It will be held in the performing arts building.</td>
</tr>
<tr>
<td>Art supplies requested by Mrs Bryant</td>
<td>14.5.14</td>
<td>David</td>
<td>P &amp; F agreed to fund supplies as requested. David to advise total cost.</td>
</tr>
<tr>
<td>Should we pay P&amp;F Federation fees?</td>
<td>25.6.14</td>
<td>Tracy</td>
<td>Tracy advised the PFFWA role and the group agreed to continue to be affiliated. Larissa to pay fees</td>
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</tbody>
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