1. CONFIRMATION OF PREVIOUS MINUTES
   The minutes of the meeting held on 13th August 2014 were confirmed as a true and accurate record. Forwarded by Nicki Barrett and seconded by Leanne Noonan

2. MATTERS ARISING FROM PREVIOUS MINUTES
   This item will be removed and replaced with the “Action List”

3. CORRESPONDENCE INWARDS
   Letter confirming payment received for P&F Federation Annual Subscription. Other correspondence was Pie Day invoices.

4. CORRESPONDENCE OUTWARDS
   Nil

5. PRINCIPALS REPORT – David Hunter
   • Blinds for Dance Hall - Ordered but not yet installed should be installed very soon.
   • National Quality Schools (request for funds) PP- $4500 Year1 & 2 - $3000 = Total approx $7500
   • Performing Arts – Dance Payment by P&F costumes- Thank you. The performances by the children were outstanding and all assistance provided to us by parents was greatly appreciated.
   • Sports Gear Rob Noseda requesting fund for Football jumpers - cost $968
   • Confirmation - Friday week.
   • St Lukes Feast Day There will be no school mass on the Friday before. Instead we will be encouraging families to attend the Sunday 9.30 am mass. There will be activities organized during the week for children to highlight the Feast Day.
   • Athletics Carnival 25th September. Rain day Friday, 26th. Will there be a Coffee Van?
   • Busy Bee 4th term I am hoping a busy bee can be scheduled around week 4, preferably a Saturday morning (8th Nov??), to clear out some of the bush undergrowth adjoining the oval and pathway to basketball courts. This will open up a safe, natural play area for our smaller children (year 2 and 3) helping us further satisfy NQS for junior primary children.
• **School Banking** Vanessa Henbury who coordinates the school banking on a Wednesday has asked if we could publicise the need for more helpers.

6. **TREASURER’S REPORT** –

The cash at bank balance for the P&F Association at 10th of September 2014 is $50,032.28.

The receipts since our last meeting have been:

1. Pie Day Income - $2,399.20

**Total received $2,399.20**

Payments made include Footy tipping $450.00, Pie day expenses $2,635.04 & the P & F Federation annual subscription $1,688.91.

We also made payment to St Lukes Catholic Primary School for

1. Art Supplies - $307.26
2. Performing Arts Costumes - $1,420.00

7. **FUNDRAISING REPORT**

- Bunning Sausage sizzle will be held on 20th September. We still need volunteers for this event
- There has only been 3 sales for kidzabuzz fundraising book. We need 10 sales to place an order.
- Nicki Barrett advised she will sort Christmas Card Fundraiser.

8. **BOARD REPORT** – Nicole Barrett:

It was brought up at Board meeting that the P&F should have been voting on the items for Yr 1 & 2 and Pre-primary as one item. It was suggested we advertise and revote.

9. **GROUNDS REPORT** – Jason Noonan

Jason & David Hunter will be setting a date for busy bee in early October to tackle a cleanup of the “bush” area near the oval making it a safer place for the kids to play

10. **GENERAL BUSINESS**

- Cyber safety talks have been postponed until early next year due to a lack of suitable dates
- Date has been set for the End of Year St Luke’s Catholic Primary School function to be held on Friday 28th of November in the Performing Arts area. More details will be published in the newsletter early in Term 4
- The Secretary & Vice President roles are still vacant.

**From the President – Tracy Detata**

- End of Year Function booked for the 28th November thanks to Nicki Francis for organising. Suggested that the P & F will still contribute the $200 towards foods as was
discussed when the event was to be held at The Breakwater. The date needs to be added to the school calendar.

- Footy Tipping has finished again for the year and it is suggested that there is a audit done for the cost of running the tipping and the work involved to work out if it should be run next year or if there should be any changes made.

- Since our last meeting there has been a concern raised about the manner in which the meeting was conducted, specifically in relation to the voting of the NQS items for Pre-primary and Years 1 & 2.

  I have since clarified with the PFFWA that the vote was conducted in accordance with the constitution as it currently stands. Having said that in order to clear up any confusion that there may be, the items have been advertised in the newsletter, to inform all members, and will be put to a revote tonight.

  I would like to make it clear to all members that the P & F exists to benefit the whole school and members should always act with the best interest of the students, parents and school in mind. Should anyone believe that a member has in any way acted incorrectly or inappropriately, I ask that these concerns are in the first instance raised directly to the P&F either in person or via email, so as the concern can be discussed and hopefully resolved. This may also avoid the situation occurring again.

  To avoid any further issues in relation to this matter and to further increase the transparency of the P & F, for all future meetings, if anyone wishes to raise an item it is to be placed on the agenda. The agenda will be published in the P & F newsletter the week prior to the meeting. This includes but is not limited to all requests for funds. This will ensure that all items can be voted on without delay and give member that chance to address queries quickly. Agenda items can be emailed to the P & F.

- It was voted again and agreed the P &F would fund Pr-primary requests for new play equipment & shelving in rooms - $4,500.00 and Yr 1 & Yr2 requests for new equipment to meet National Quality standards - $3,000.00 – Total amount approx $7,500.00. The vote was unanimous.

11. DOOR PRIZE

  David Hunter drew the door prize. The lucky winner was Larissa Jones.

12. NEXT MEETING

  The next meeting will be held:-
  Date: Wednesday 5th November 2014
  Time: 7.30pm
  Venue: St Luke’s Catholic Primary School Library

  The meeting closed at 8:21pm

___________________________       _______________________
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>Parent Cyber Safety forum</td>
<td>10.9.14</td>
<td>John Mason Remy McGavigan</td>
<td>On hold until next year</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>P&amp;F to fund any repairs or new sporting equipment</td>
<td>10.9.14</td>
<td>David</td>
<td>Rob has requested $1000 for a set of football jumpers the request will be added to the agenda to vote at the next meeting.</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 request will be sent if needed</td>
</tr>
<tr>
<td>End Of Year Christmas Function</td>
<td></td>
<td>Nikki Francis</td>
<td>Date set for the 28\textsuperscript{th} Nov in the performing arts building.</td>
</tr>
<tr>
<td>School Banking Helpers Needed</td>
<td>10.9.14</td>
<td>Tracy Detata</td>
<td>To add to Facebook page and P&amp;F Newsletter.</td>
</tr>
</tbody>
</table>