



ST FRANCIS XAVIER PRIMARY SCHOOL  
PARENTS & FRIENDS COMMITTEE MEETING Minutes - October 18, 2016

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Attendee's: Haley Morris, Mel Sorgiovanni, Ben Doyle, Mel Gray, Donna McAullife, Liz McBride, Jacque Warr, Anita Teakle, Penny Walker

Apologies: Simone Watson

Venue: SFX Library

Meeting Commenced: 7:00pm

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**1. Previous Minutes**

The minutes of previous meeting September 20, 2016 were accepted as a true and accurate record: Accepted: Haley Morris Seconded: Mel Gray

**2. Business Arising from the previous minutes**

2.1 Junior Area Concepts –

Received three quotes (all ex GST):

Lancon Environmental Integrated Landscape Solutions	\$17,570.00
Abrolhos Landscaping & Gardening	\$18,030.00
BBConstruct	\$14,257.00

Would like more details from BBConstruct. Request has been made to have a formal requirement written up to ensure that nothing is missed – Would like Tim's input for this. Would also like to see if price will change if job as a whole. **Ben** to follow up.

2.3 2<sup>nd</sup> Hand Uniform Shop – **Mel** has created flyer and will make adjustments to include where to drop off, washed and uniform shop times.

2.4 Crazy Camel Fundraiser – **Simone** has done an awesome job and submitted all artwork for processing. We made a total of \$5664.00 with us pocketing \$2206.00. Crazy Camel will invoice us for what we owe them which should be \$3416.00

2.5 Feast Day –

**Penny** will also look to book the following for the Feast Day. Penny will also ensure that all providers have their required insurances and provide a copy to the school.

- Photobooth \$200.00 – David Perriam, Big Red Photo Booths 0434793177
- Fairy Jo & Fairy Deb – Both for Face painting

**Liz** to waiting to hear back from Wildlife Park about attending.

**Mel** will finalize flyer with extra details flyer to give parents the heads up that event is happening and plan to put it in their calendars.

Will advise that food vans will be available for purchase

**Haley** spoke to lady Fusion Gelato Van, husband is away and she can't deal with generator without him. Haley will go back to see if we can help.

**Haley** has also offered up chip cooker for hot chips.

**Haley or Penny** is going to find out about corn on the cob or other food operators that might like to attend.

2.6 School Concert –

Will proceed as normal with the P&F offering a sausage sizzle (Casey & Anthony are happy to cook again). **Haley** will organized bread, sausages and drinks.

**Mel** will send out flyer again about volunteers for sausage sizzle.

**3. Reports:**

3.1 Principal's Report – Ben Doyle

Refer to Principal's report accompanying Minutes.

School numbers are slowly building,

Shelley Campbell retires at the end of this year after 26yrs.

P&F would like to purchase something to say thank you.

3.2	<u>Treasurer's Report – Anita Teakle</u>	Refer <u>Treasurer's report</u> accompanying Minutes.
	- CDF Balance	\$27,291.98
	- ANZ Cheque Account	\$14,658.44
	- Less funds committed	\$ 3,416.00
	- Plus Funds to bank/transfer	\$ 629.91
	<b>TOTAL</b>	<b><u>\$39,164.33</u></b>

All agree to roll the CDF Fund for another 3 months, due to expire in 30 December 2017.

3.3 Board Report: – Ben Doyle

Carpark has been completed and looks great. Just need gardening to be completed.

Book lists have been approved by Board and will now be included in the school fees and purchased by the school. Saving of \$14 – 40 per year.

Of the original Master plan 23 stages. 19 have been completed. New board that will form for next year will look to create a new strategic plan 3-5yrs for school and a new Budget.

3.5 Calendar of Events & Fundraisers

*Term 3. No events booked in due to sport commitments*

*Term 4. SFX Feast Day – 2<sup>nd</sup> December*

*AGM 15<sup>th</sup> November – Cheese & Wine*

*Codes flyer for Bright Stars and Spencil – **Anita** to follow up on codes*

*2017*

*Term 1 or 2. Clara – Swimming with Sharks talk 1-11/2hr (Feb/Mar/Apr)*

*Easter Raffle (Bunnings for Buckets)*

*School Campout (Mar)*

*Term 2 Quiz Night for Seniors (May)*

*Other possibilities:*

*Movie night*

*Fathers Day Raffle (need to contact Bunnings early)*

*Mothers Day Raffle*

P&F fundraising goals

Pavement painting

Junior area

4. Correspondence In:

PFFWA – Building relationships with Politicians hand out.

5. Correspondence Out:

6. General Business:

Book covering machine is brilliant and the girls are really happy with it.

AGM on the 15<sup>th</sup> November. Call for new nominations to be sent out.

Next meeting will be to finalise Feast Day details and agree on contractor for Junior area.

7. Closed:

There being no further business to discuss the meeting closed at 8.25pm.

8. Next Meeting:

The next P&F meeting is scheduled for **6.00pm, Tuesday 8<sup>th</sup> November, 2016** in the SFX Library. **All welcome – BRING A S-F-X FRIEND!**