

Sacred Heart School – Parents & Friends Association

Minutes of Meeting – Tuesday 25th October, 2016

	Meeting Opened 7.42pm	Action By	Date
Opening Prayer			
Present	Matt Jones, Rebecca Millwood, Kelly Cox, Louise Madden, Kathy Taylor, Natalie Zegveld, Tracy Meek, Kim Barrett, Sam Buchanen, Natasha Brewer		
Apologies	N/A		
Minutes from Previous AGM	Moved: Sam Accepted: Louise		
President's Report	Accepted – Kathy, Seconded – Nat		
Principal's Report	Accepted – Kelly, Seconded – Sam Catholic Culture & Ethos Andrew Chinn – a fantastic experience and wonderful to engage with our students Learning Environment Car park redevelopment completed and kept to a good timeline. Set up working well for pick up.		
Correspondence	Rosie Caelli: Sacramental Coordinator – requesting help from P&F in setting up and providing food for the Sacraments of First Eucharist. Provide to the value of \$100 Staff to help set up and parents also asked to bring a plate.	Kelly	
Financial Report	\$30,368 balance as of 25 th October \$41,291 in term deposit Moved – Kelly Accepted - Sam	Kathy	
Election of office Bearers	President: Kelly Cox Nominated: Louise Madden Seconded: Phil Illingworth Vice President: Nat Zegveld Nominated: Natasha Brewer Accepted: Sam Buchanen Treasurer: Kathy Taylor Nominated: Nat Zegveld Accepted: Louise Madden Secretary: Natasha Brewer Nominated: Kelly Cox Accepted: Louise Madden Committee Members: Louise Madden – Nominated: Kelly, Accepted: Natasha Phil Illingworth – Nominated: Louise, Accepted: Nat		

<p>Business Arriving from minutes of August 23rd Meeting</p>	<p>Moved: Kelly Seconded: Phil</p> <p>Deck Phil has completed the deck and it's amazing. Students are using it every day. Bunnings have offered to oil it with their team but need to wait until Christmas holidays to avoid bad weather. 2017 fair will be the first official use. Need to organize a plaque on the deck saying the date and donated by P&F.</p>	<p>Phil</p>	
<p>General Business</p>	<p>Constitution Review of meeting quorum numbers</p> <ul style="list-style-type: none"> - Propose to amend the constitution in 8.6 to now read "for the Annual General Meeting 8 members excluding ex-officio members" Moved: Louise Accepted: Kelly Unanimous support - Propose to amend the constitution in relation to 6.2 to now read "no person shall hold any one same executive position for more than three consecutive years." Moved: Natasha Accepted: Kathy <p>Care Team –</p> <ul style="list-style-type: none"> - Kylie Crerar is leading the team and has offered her direct email. <p>Building Program – Starting Jan 2016 – Grade 5 move into Library. First three days for teachers without students</p> <p>Oval – Looking at starting after the ECE athletics carnival.</p> <p>Staffing – Will be finalised by next week. There will be movement of staff within the school to diff positions. Tony Claessens to continue at 0.2 for 2017</p> <p>Asbestos – Certification of clearance received for the Uniform Shop</p> <p>Proposed Spending – Looking at how we currently spend our money. We are making \$40,000 on average when we have a school fair. On average we spend ¾ of what we make each year but leaves some funds for future. We also have our Term Deposit as an "extra". Possible categories of spending – traditional, administration, classroom resources, school/playground equipment, sports equipment etc.</p> <p>Carols on the Oval – Need people to assist in selling the candles Coffee Van – Glenroys?? Check with Barry to see if he's happy for this to happen</p> <p>Books for Babies Program– Jane is requesting \$200 to support continuing this and we are happy to support this.</p>	<p>Matt to present to board</p> <p>Matt</p> <p>Phil</p> <p>Matt</p> <p>Kathy & Matt</p> <p>Kelly</p>	

	<p>Fair Committee – Need some new people to coordinate the fair for next year. Kelly in discussions with two Mums to take on this role.</p> <p>Morning Tea for Staff We missed World Teacher’s Day so would like to offer a thank you morning tea for them at the end of the year instead. Wednesday 7th December would be a good date for this 11am. Approx \$100 to purchase food.</p> <p>P&F Brochure Dates, School Fair, Carols, Rock & Roll night, P&F levy (what it goes to)</p> <p>Legacy Plaque Great things about Sacred Heart, World Events. Look into organizing a Walk to follow as well as a book with a photo of the Leavers and a photo of their plaque to keep adding to each year.</p>	<p>Kelly</p> <p>Kelly</p> <p>Kelly</p> <p>Phil / Kelly</p>	
	Meeting Closed: 9.35pm		
Next Meeting	November 22nd 2016		