**Sacred Heart School – Parents & Friends Association**

**Minutes of General Meeting – 23rd November 2021**

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|  | **Meeting Opened 7.30pm** | **Action By** | **Date** |
| **Present** | Brent Wilson, Bec Bowen, Bea Clark, Agnieszka Szpyrka, Alison Cooper, Louise Madden, Rachael Richmond, Tahnee Hodgetts, Megan Brown, Suze Chapple, Tiffiny Lynch, Alison Cooper, Emily Pintarich |  |  |
| **Apologies**  | Nat Zegveld |  |  |
| **Minutes from Previous Meeting** | Minutes from last meeting emailed.  |  |  |
| **Business Arising** | **Paint and Sip:*** Unable to get an answer from the facilitator to do this term.
* Postponed to 2022.
* Will add to February 2022 Agenda.
* Bea will follow up with a friend of hers to see if they might be interested in hosting a Paint of Sip once or twice free of charge.

**Fair 2022:** * Due to the unknown once the borders open to Tasmania, the Annual Fair originally scheduled for March 25th, 2022, has now been postponed until Term 4 2022.
* Proposed date of Friday 11th November.
* Add to February 2022 Agenda.
* Potential opportunity to try a biannual Fair.

**Legacy Plaque presentation at grade 6 assembly:*** Suze Chapple will present these at the assembly on Friday December 10th commencing at 1.30pm.

**Carols:** * Carols is on Wednesday 8th December commencing at 5.30pm.
* There will be 2 entrance points to the school that will be staffed by one volunteer at each table between the hours 4.45pm and 6.15pm.
* There will be one central point for people to purchase candles.
* **Gate 1**

4.45pm-5.30pm: Emma Madden5.30pm-6.15pm: Suze Chapple* **Gate 2**

4.45pm-5.30pm: Tiffiny Lynch5.30pm-6.15pm: Megan Brown* Please contact Bec should these times not be appropriate.

**Father’s Day (remaining funds to Snag Chat):*** $464.95 was raised at the Father’s Day stall.
* Moved by Tiffiny and second by Tahnee that $200 will go to Vinnies Minnies in 10 x $20 in Coles Vouchers.
* Bec will email Lidia to arrange this.
* $200 will be donated to Snag Chat.
* Bec will speak to Lidia to see how we go about that.
 | Bea Clark, Bec BowenBec BowenSuze ChappleBecEmma MaddenSuze ChappleTiffiny LynchMegan BrownBec |  |
| **Correspondence** | **Online Auction:*** Letter/Certificate of recognition to people who donated Online auction items.
* Suze will communicate with Nat to get the list of who donated items and design a template to issue all with a letter/certificate of recognition.
* Megan available to help should she be needed.
 | Suze Chapple and Megan Brown |  |
| **Principal’s Report** | Principal’s Report circulated to the committee  |  |  |
| **Financial Report**  | **Finance Report** * Closing balance as of November 2021 of $61,032.12
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| **General Business** | * Entertainment Books- Follow up with Hannah and add to February 2022 Agenda.
* Commonwealth Bank have stopped their school banking system.
* To introduce acknowledgement to country at the start of all P&F meetings in the future.
* Having a central platform for all P&F and families to access agendas, minutes, and other related materials.
* Megan to communicate with Russell the most appropriate central platform and what this might look like.

**MEETING CLOSED 8.28pm****Next Meeting –** 22nd February 2022, 7.30pm, Sacred Heart School Staffroom | BecMegan |  |