

**ST BERNADETTE'S PARENTS AND FRIENDS ASSOCIATION
GENERAL MEETING MINUTES**

Wednesday 12th August 2015 7:00pm – Library

- 1. Meeting opened:** 7.03 pm Opening Prayer by Leanne Nettleton
- 2. Attendance**
Apologies: Naffa Arraf , Rachel Gibb, Sharyn Kinnane, Fiona Carrozzi, Katrina Leonardi, Damian Kelly , Therese Qasabian, Lucy Losurdo, Cherie Ann Kelly, Sharyn Walsh, Pam Waters
Present: Nick Gooley, Leanne Nettleton, Sarah Hope, Karen Grace, Amanda Egan, Alison Silvester, Peter Visser, Jeff Younis, Karen Orsini, Rachelle and Matt Wooler, Belinda Adorna
- 3. Acceptance of previous minutes**
Motion "That the minutes of the previous meeting held on 6th June 2015 be adopted as a true and correct record". Moved by Jeff Younis, Seconded Sarah Hope.
- 4. Correspondence In/Out**
Advertising flyers received – for photos, fund raising chocolates, health food choices. No correspondence out.
- 5. Reports:** *Note: reports in italics directly provided by office holders.*

a. President's Report (President Nick Gooley)

I met with Mrs. Nettleton and Monsignor John just by way of introduction after taking on this role.

On behalf of the P&F to acknowledge Monsignor John's 70th birthday, I bought a gift of a leather travel wallet and journal for his four month LSL trip to Europe. Unfortunately, we didn't get the opportunity to present this to him at school assembly due to his other commitments.

The 2015 Fun Fair is full steam ahead. There is some incredible work being done and excitement is building with the children which I am sure will only increase in the coming months.

Grandparent's Day was exceptional. Thank you and very well done to the Hospitality team.

Father's Day preparations are well under way. Just a reminder about a gift wrapping session this Friday morning.

Thank-you to all those who have welcomed me, got me up to speed and supported me in this role.

b. Principal's Report (Leanne Nettleton)

A lot of work was done during the holidays in the school grounds. The outdoor space near 1B is nearly finished. Next holidays synthetic grass will be added and the awning extended. This improvement has been well supported by the CEO Parramatta.

Grandparents' day went very well. We will need to be careful with hot drinks and food around children and allergies. May need cups with lids for Father's Day.

Student leaders look great in blazers and blazers have been used by other students at various events.

Changing the "kiss and drop" access to the school in the morning is working well. Any feedback is appreciated.

c. Treasurer's Report (Amanda Egan)

The P&F accounts continue to be in a healthy condition.

- *There is \$54,404 cash in the bank at the moment.*
- *Profit to date is \$22,213*
- *The implementation of the Eftpos machine is getting closer. CBA are currently determining which model of machine will suit us best.*

- *The audit of the prior year's accounts is underway but has been delayed due to unforeseen circumstances. I will follow this up over the coming weeks.*

NOTE: P&F Accounts are attached as a separate PDF document

d. Uniform Shop (Therese Qasabian)

The Uniform Shop is all ok, this is our quiet time waiting for summer changeover and of course orientation. School Banking is very strong with 50/60 students banking weekly and so good to see the students enjoying the new gifts on offer too.

e. Hospitality Report (Katrina Leonardi)

Grandparents Day was held on Friday 24 July. Open classrooms were followed by a liturgy, then by morning tea in the hall and a book fair in the library. We were expecting around 350 (from the number of responses we had received) but less grandparents actually attended the morning tea than usual (many leaving after open classrooms) leaving us with leftover food which was donated to the parish office, priests, staff room and teen life group. The Grandparents in attendance appeared very appreciative of the school's generosity.

We did have an issue with many students attending the morning tea and partaking of the food offered. Some were invited in by grandparents and others were senior students who found a sport in dodging the barricades & sneaking food off the tables. Our concern was for the safety of the students that suffer from anaphylaxis and allergies (some of whom were wearing yellow hats at the time).

We were again very lucky to have a dedicated and generous group of parents help to set up, serve and clean up after the event. P&F Hospitality could not operate without their help. A huge thankyou goes to: Marnie Parington, Tanya Giallonardo, Cherie Ann Kelly, Antonina Scotti, Danielle Vassallo, Rachel Conlin, Adel Kouknas, Beth Windress, Paul Joyce, Nick Gooley, Amanda Egan, Karen Orsini, Susan Keetels, Eli Bugarija, Dulch Perete, Anna Benny, Therese Younis, Rebecca Cushway, Susan Goodlace and Sue kerden.

f. Maintenance Co-ordinator's Report (Naffa Arraf)

Next Working Bee will be on Sat 17 October (this will be the cleanup ready for the Fun Fair).

g. Parent Representative Council (Karen Orsini)

"Unpacking Naplan" seminar was attended by Sarah H. Tended to be more for staff rather than parents. Note that Naplan results will be sent to parents before they are sent to the school. Schools have very little time to review results before parents will want to talk about them.

Next session is expected to be very popular – Michael Carr-Gregg on Sat 17th October at Marayong. Everyone welcome. Will be on our facebook page and PRC website.

h. Grade Parent Co-ordinator Report (Rachel Gibb)

Nil

i. Book Club Report

Nil

j. Social Media Co-ordinator (Sarah Hope)

Thanking sponsors and putting their information on Facebook and lots of Fun Fair news. Would be great if people could add comments or share to extend life of the posts.

k. Mothers/Father's Day stall Co-ordinators (Melissa Younan)

Preparations are going well and wrapping of gifts has started. Bernadette Rushe and Ann Hishion will look after things as Melissa's baby is due soon. Will purchase tubs for storage.

7. General Business

Fun Fair Update - to be discussed in following Fun Fair Meeting.

Dad's night – Matt Wooler will work with Nick G to possibly have whiskey tasting night and BBQ at Castle Hill Bowling club. More details to follow. This could be advertised at Father's Day breakfast.

Next P&F meeting to be held as AGM after Fun Fair – Possibly Wednesday 18th November 7:00pm

8. Meeting Closed 7.55 pm

NOTE: P&F Accounts are attached as a separate PDF

ACTION LIST dated 12 th August – carried over			
Item	Action required	Person Responsible	Date due
1.	Bank account features investigation	Treasurer/Exec-committee	Work in progress
2.	Hot Chip fryers purchase	Hospitality Coordinators	When possible
3.	Kiss N Drop – children to go up steps rather than blue wall	Mrs Nettleton	Done
4.	P&F website		Work in progress
5.	Dad's night	Matt/Nick	Perhaps 11 Sept
6.	Working Bee to be advertised and planned – for Saturday 17 October	Karen G - Parish/Sarah H- Facebook/Naffa Arraf	September/October