

# St Joseph's Catholic Primary School Pinjarra P&F

## General Meeting Minutes

Friday, 6<sup>th</sup> of April, 2018

9am – P&F shed

Agenda item	Description
1. Opening prayer	Led by Natalie Marriot
2. Attendance and apologies	Attendance: <ul style="list-style-type: none"><li>- Natalie Marriot</li><li>- Jade Schrandt</li><li>- Ginette Black</li><li>- Jayne Mileham</li></ul> Apologies: <ul style="list-style-type: none"><li>- Bec Moore</li><li>- Kirsten Greenham</li><li>- Kate Officer</li><li>- Catherine Wild</li><li>- Kristie Green</li></ul>
3. Confirmation of previous minutes	<ul style="list-style-type: none"><li>- There was an error in the previous minutes that Jade Schrandt would be teaching year 5 to face paint, instead of the year 6 class.</li></ul>
4. Secretary's report	<ul style="list-style-type: none"><li>- Ginette nominates Jayne Mileham for the secretary position, Jade seconds this motion. Jayne Mileham accepts the position, and the motion is passed.</li><li>- New secretary to compile names, emails, and phone numbers of all P&amp;F committee members to create a member's list to be send out to P&amp;F committee members.</li></ul>
5. Treasurer's report	<ul style="list-style-type: none"><li>- Fiona Lamb is unwell. Catherine Wild will be paying bills in the meantime.</li><li>- Jade to pass on DJ hire bill to Catherine Wild to pay the \$200 deposit.</li></ul>
6. Social Committee	<ul style="list-style-type: none"><li>- Ginette proposes we hire Mc.B DJ for the fete. He is \$400 for the day, and a \$200 deposit needs to be paid to secure his attendance. Natalie seconds this motion, the vote is unanimous and the motion is passed.</li><li>- Kindy, \$3 jars – on track. Jars and donation items will be requested in a P&amp;F send out.</li><li>- PP/year 5, Fun for Kids. Confirmation of bouncy castle and petting zoo bookings. Jade and Bec to meet privately to discuss further details. To be continued.</li><li>- Year 1, chocolate wheel. Notes have been printed by Christine and distribution has begun. Discussion regarding MC, PA system, and the borrowing of a truck is ongoing.</li><li>- Year 2, cake stall. Alana Thorne, Melissa Cocivera-Hughes. On track. Baking days have been advertised, and donations are coming in. Deb to be asked for the large mixer.</li></ul>

	<ul style="list-style-type: none"> <li>- Year 3, sausage sizzle. Kate Officer – on track.</li> <li>- Year 4, doughnuts. Melissa Cox and Jodi McBride - ongoing.</li> <li>- Year 6, Devonshire tea. Tiff Matthews – on track.</li> <li>- Cow pat lotto tickets will go out the first week back at school. 85 books of 10 tickets will be printed, and they are to be sold for \$5 each. The prize value is \$750.</li> <li>- Wood raffle. Bec Moore has offered to donate the trailer of wood to be raffled off. Tickets are to be sold for \$2 each. It will be stipulated that the wood can only be delivered to people within the Murray Shire.</li> <li>- Nat to ask Lisa about printing x30 A4 posters.</li> <li>- Nat suggests that we hold the fair's after party two weeks after the fair, this was agreed upon by all members. Ongoing discussion in regard to a place we can BYO, and order snack plates.</li> <li>- Lisa Ripley to organise the banner for the front of the school – ongoing.</li> <li>- Bridget (school registrar) will collect and count the excess money from the float from each stall at the fair.</li> <li>- Kristie is looking at doing egg and bacon burgers alongside the sausage sizzle but will require egg donations closer to the date of the fair.</li> </ul>
7. Catering committee report	<ul style="list-style-type: none"> <li>- Disco – Ginette is enquiring about the deposit that has been put down for the June 22<sup>nd</sup> disco, as it may not go ahead due to the bifold doors not being finished. Ginette will phone the DJ to ask if we can transfer the deposit to the August 31<sup>st</sup> disco date if this is the case.</li> </ul>
8. Principal's report	<ul style="list-style-type: none"> <li>- Unavailable</li> </ul>
9. General business	<ul style="list-style-type: none"> <li>- Nat to organise the entertainment books.</li> <li>- Nat has written up a parent/teacher survey asking what they would like P&amp;F funds to be spent on, and request that we send it out. All members present agreed that this is a good idea.</li> <li>- Information regarding the nature playground will be sent out with the entertainment books as a way of showing what the P&amp;F are working toward providing the school.</li> <li>- Jade and Nat to attend the P&amp;F federation dinner and conference on the 25<sup>th</sup> and 26<sup>th</sup> of May.</li> <li>- There will be no Mother's Day stall.</li> </ul>
10. Next meeting	<ul style="list-style-type: none"> <li>- 1.30pm on Friday, 4<sup>th</sup> of May, 2018 – P&amp;F shed.</li> </ul>
11. Meeting closed	<ul style="list-style-type: none"> <li>- 9.56am</li> </ul>