

SACRED HEART PARENTS & FRIENDS ASSOCIATION

GENERAL MEETING MINUTES

Date: Monday 25th May 2009

Time: 7.00pm

Chairperson: Brendan O'Donnell

Venue: Staff Room, Sacred Heart School

Present:

Debbie O'Donnell	3W	Justine Jarratt	PPW
Sue Fox	Principal	Tania Cowley	PPW
Lisa Watters	6B	Jackie Magill	3K/2B/3W
Brendan O'Donnell	3W	Dawn Barker	1W/6B
Sheree Munkelt	KW/1B/3W	Michelle Wells	1W/KB
Sharon Potter	3W/5W	Fina Sherry	2B
Nicole White	1W/3W	Fran Butler	1W
Kevin Ashby	3W		
Dwayne Hamilton	PPB/3B		

1. Opening Prayer – Led by Brendan O'Donnell

2. Apologies

Jessica Parker	4W
Lyn Uniewicz	3W

3. Previous Minutes:

The minutes of the previous meeting held on 23rd March 2009 were accepted as a true and correct record.

Accepted: Sheree Munkelt

Seconded: Lisa Watters

4. Business Arising From Previous Minutes:

- Request from Sacred Heart Netball Club for donation/fundraising opportunity - \$455 to pay for Affiliation Fees. (7 Coaches @ \$65 each)
 - The Club have already raised \$1000 by means of fundraising. However, it is requested the P&F contribute the amount of \$455 to pay the Affiliation Fees for the coaches. A move by the P&F President to pay this amount and that the Club to understand that this is to be a one-off donation and that this will not be expected every year.
 - All present voted unanimously in favour of the payment of \$455 to the Sacred Heart Netball Club.
- Disco:
 - First disco to be held on Friday 29th May.
 - One teacher from every grade has volunteered to be present at the disco. Thank you gift to be presented to these teachers at the next assembly.
 - Cool Drinks, Chips have been purchased.
 - Chocolate prizes to be presented to one boy and girl from each grade.

*Action
Party*

- Sacred Heart Day:
 - First Sub-Committee meeting held on Monday 11th May.
 - Order Forms for Sausage Sizzle to be distributed on 27th May 2009.
 - Order Forms to be returned on 5th June 2009.
 - Second Sub-Committee meeting to be held on Monday 8th June. Budgets to be confirmed for morning tea and general purchases. Checklist that actions are in progress.
 - Possibility of cakes for morning tea to be purchased via Lucy in the canteen. Lucy also to order buns via Tip Top.
- Easter Raffle:
 - The Easter Raffle was successful – Profit of \$568.54 after payment was made for Easter eggs purchased.
- Hot Cross Buns Fundraiser:
 - \$274.00 raised.
 - Possibility of conducting this one again next year, but to be co-ordinated earlier than was done this year.
- Canteen Food Processor.
 - Purchased by Sue Fox \$223.46. P&F to reimburse.
 - Thank You card received from Lucy – to be placed on the P&F noticeboard.

B.O'D

5. Reports:

PRESIDENT

- Attached

TREASURER – Account Balance as at 30/04/09 \$5,317.94

- Attached

PRINCIPAL

- Attached

6. Correspondence:

In

- ‘Struggle and Achievement’ book from PFFWA.
Donation of \$20.00 to PFFWA requested.
Accepted: Dawn Barker Seconded: Fran Butler
- Letter from Children’s Crossing & Road Safety Committee.
- Letter from School Drug Education & Road Aware.
- Invoice received from Catholic Church Insurances Limited – this will involve a decision regarding ‘Un-incorporation’ of the Association. ***[please refer to Monies to be Passed for Payment]***
- Letter of Resignation from Donna Bawden and nomination of Tania Cowley and Jackie Magill. ***[please refer to General Business]***

Out

- None

7. General Business:

*Action
Party*

- P&F to fund cakes for Sacred Heart Day Morning Tea.
 - It was suggested that due to parents being requested by their child’s class to donate good/items for their stalls, the P&F would donate the cakes, etc for morning tea in lieu of asking for donations.
 - Budget to be determined at the 2nd sub-committee meeting.
- Future Social Activities and Fundraising Activities – Movies, Activity Day, Quiz Night?:
 - Details/organization of future social activities to be co-ordinated by a Sub Committee. Meeting to be held on 22/06/09.

Sub Committee members:-

Jackie Magill	Sharon Potter
Fran Butler	Brendan O’Donnell
Sheree Munkelt	Lisa Watters
Justine Jarratt	

[Meetings to be minuted].
- PFFWA Conference:
 - Attended by Brendan O’Donnell & Michelle Wells.
 - Michelle Wells accepted onto the PFFWA Council.
 - Possibility of networking with other P&F Committees in WA. (TBA)
 - Possibility of member of PFFWA to attend a general meeting at Sacred Heart to inform members of the role they play.
- Nominations of New Committee Members – Tania Cowley and Jackie Magill:
 - Accepted: Unanimously Agreed by all present

- Un-incorporation of the Association:
 - It was discovered that the Sacred Heart P&F Association is an incorporated entity.
 - After consultation with the PFFWA, it was suggested that it would be a wise move to un-incorporate the association and wind up the association, and reform a new association that is not incorporated.
 - To be organized by Brendan O'Donnell.
 - Move to wind up the incorporation was put to the general meeting.

B.O'D

Accepted: Dwayne Hamilton Seconded: Lisa Watters

- Teacher's Wish List:
 - Purchase of portable shades (x4) one for each house colour.
Lightweight steel (3m x 6m) @ \$1331.00 each (total: \$5600.00)
Sue to obtain quotations.
 - Purchase of Reading Books –
\$2000.00 per year (total \$12,000.00) plus \$1,000 for Pre-Primary & Kindy
Total for Reading Books \$13,000.00
 - Approximate total of Teacher's Wish List \$19,000.00
 - Accepted: Unanimously agreed by all present.
- Cheque for \$155.00 presented to P&F by Fina Sherry for fundraising conducted for bath gels (Nutrimetics).

SF

- Fundraising – Nutrimetics Lipsticks to be conducted during June.
 - Order Forms to be sent to the oldest child with the newsletter on Wednesday 27th May. Order and money to be sent in an envelope to the child's class which will be collected by Fina.
 - Fina to send completed order to the child's class.

FS

8. Monies To Be Passed For Payment:

- \$215.21 to CCI Limited.
- Accepted: Dawn Barker Seconded: Lisa Watters

9. Next Meeting:

Next meeting to be held on Monday, 29/06/09 - 7.00pm in the Library / Staffroom.

10. Close of Meeting:

8.50pm