

ST MICHAEL'S PRIMARY SCHOOL PARENTS' AND FRIEND'S ASSOCIATION



*St Michael's School
North Street
PO Box 126
NOWRA NSW 2541*

Phone: (02) 4421 3630
Fax: (02) 4423 2861

General Meeting - 8th August 2017

Meeting declared open at: 6pm

Attendance as per attendance book: Monica Oke, Phillip Duncan, Jacinta Davis, Yasmin Lizette, Chris Paton, Natalie Kidd, Rachelle Moore, Chantelle Pryer, Lucy Duncan, Kate Morrison

Apologies: Sophie Pavilis, Michelle Lane, Belen Walsh, Carina Beattie, Janet McGill

Motion that the minutes from the previous Annual General Meeting be accepted:
Moved: Kate Morrison Seconded: Jacinta Davis

Business arising from previous meeting:

- **Mr. Paton** to present quotes for new whiteboards. Still waiting on a few more quotes will address again at our next meeting in September.
- Colour fun run fundraiser- we have considered having a fun run but have decided to hold off until next year.
- Pie drive notes have gone out to families and pies will be delivered September 13th. We will ask for helpers to help pack the orders closer to the time.

Correspondence in:

- Nowra players "The Almost Eurovision Experience" is coming up at the end of the month.
- Shelley Hancock promoting the NSW government Active kids rebate. We will share the link on our FB page and in the newsletter.

Correspondence out:

Motion that the correspondence be accepted:
Moved: Yasmin Lizette Seconded: Natalie Kidd

Presidents report:

It has been two months since our last meeting. During that time, we have had two successful events the soccer gala day and winter disco. Both were profitable events. Our next major event is the fete in November which the committee is already working on.

Phillip Duncan

President: Phillip Duncan, Vice President: Natalie Kidd Treasurer Michelle Lane Secretary: Yasmin Lizette
Publicity Officer: Sophie Pavlis
Email: Parentsfriendsofstmichaels@gmail.com

Web address: <http://stmichaels.woll.catholic.edu.au/>

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Principal's report: see attached

Rainbow book report:

The first 7 months of the year have already been collated.

Mr. Paton will approve final photos before publishing.

An expression of interest will be going out soon to families to gauge what the final numbers will be for printing. Books would be delivered to the school next year.

Fete committee:

Stalls have already been organized – just now needing helpers to run them

Tickets for raffle will be printed soon. Lucy will contact the parish to also sell tickets.

Already working on talent show.

Chantelle has contacted some of the local emergency services in the front of the school to fill up the playground.

Treasurers report: see attached

Report presented by Philip Duncan in Michelle's absence.

Motion that the treasurers report be accepted:

Proposed: Yasmin Lizette Seconded: Phil Duncan

General Meeting / Business:

- Mother Ruth fundraiser coming up on the 24th of August at the Nowra players. Families can contact Kate Morrison for tickets.
- We are still selling Sticky beaks lunch bags at the canteen, **Sophie** to put a photo up on FB to remind families they are available.
- Vincentia Holy cross would like to borrow tables for their Father's Day stall. **Phil** will ask if they would like to donate any of their left-over items for our chocolate wheel in exchange.
- It was discussed that we need to look at updating our school notice board to an electric one. Jacinta who is currently changing the sign every week has arranged some quotes which are around \$18,000. **Phil** will contact our local member to ask about grants towards an electronic sign.
- Concerns about the lack of lights in the car park and out the front of the school were raised. It is a safety issue for staff and families attending night time events or picking up students

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from late excursions. **Mr. Paton** will contact Father Pat about having some lights installed outside the parish office and near the car park.

- Grandparents day- always a busy day at school. Next year we will consider having a BBQ or picnic for families wishing to stay after the assembly.

New Business

Meeting closed: 7.16pm

Next Meeting: Tuesday 12th September 6pm

Minutes prepared by: Yasmin Lizette

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Treasurers Financial Report June 2017

Bank Balance (30/05/2017) **\$34,286.02**

Receipts:

Sticky Beak Bag income	\$25.50
Winter Disco Income	\$150.00
Interest	\$23.06

Total Receipts: **\$198.56**

Total available **\$34,484.58**

Less Payments made:

Cheques

#743938	Float – Winter Disco	\$570.00
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\$570.00

Online Payments

Centaur packaging – Mother's Day Stall, Rainbow Shop	\$132.00
Southern Sweet Distributors (Invoice	\$80.35
Carried over from Nov 2016)	

\$212.35

Total Payments made: **\$782.35**

Less Cheques presented from previous month's report:

Less Cheques unrepresented from previous reports:

\$0.00

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Balance available as at 30/06/2017

\$33,702.23

Less invoices (expenses) requiring approval:

Library shelving	\$1,700.00
Soccer Gala Expenses	\$1,000.00
IT equipment	\$10,000.00

Total requiring approval **\$12,700.00**

Funds approved for future expenditure:

Rainbow Shop funds available as 31/06/2017

\$5,343.33

Total funds required for future expenditure

\$12,700.00

Final balance available at 30/06/2017

\$15,658.90

St. Michaels Parents & Friends Association

**Treasurers Financial Report
July 2017**

Bank Balance (30/06/2017)

\$33,702.23

Receipts:

Winter Disco income \$2,685.60

Total Receipts: **\$2,685.60**

Total available **\$36,387.83**

Less Payments made:

Cheques

#743939 Float – Soccer Gala \$500.00

\$500.00

Online Payments

Southern Sweets Distributors: \$541.85

Lollies for Winter Disco

Savannah Lloyd: \$150.00

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DJ for Winter Disco - Rainbow Shop	
Phil Duncan:	\$50.19
R'bursement glow sticks Winter Disco	
Kristy Lochrin:	\$166.85
R'bursement Winter Disco – Rainbow Shop	
Nowra Fresh Meat Market:	\$110.57
Soccer Gala	

\$1,019.46

Total Payments made:

\$1,519.46

Less Cheques presented from previous month's report:

Less Cheques unrepresented from previous reports:

\$0.00

Balance available as at 31/07/2017

\$34,868.37

Less invoices (expenses) requiring approval:

Library shelving	\$1,700.00
IT equipment	\$10,000.00

Total requiring approval

\$11,700.00

Funds approved for future expenditure:

Rainbow Shop funds available as 31/07/2017

\$5,026.48

Total funds required for future expenditure

\$11,700.00

Final balance available at 31/07/2017

\$18,141.89

Winter Disco Profit and Loss

	2017	2016
Income -	\$2,685.60	\$2,488.80
Expenses -	\$1,111.85	\$1,852.87
Float -	\$570.00	\$530.00
Profit -	\$1,003.75	\$635.93

Comparison notes:

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2016 Winter Disco had a barbeque, lollies, drinks and ice creams for sale.

2017 Winter Disco only had lollies, glow sticks and drinks for sale (the drinks were not claimed)

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