

# 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 – 14<sup>th</sup> November 2017

Meeting declared open at: 6.05pm

**Attendance as per attendance book** Phillip Duncan, Jacinta Davis, Yasmin Lizette, Lucy Duncan, Michelle Lane, Chris Paton, Natalie Kidd, Chantelle Pryer, Louise Meagher

**Apologies:** Sophie Pavlis, Kate Morison

Motion that the minutes from the previous General Meeting be accepted:  
Moved: Michelle Lane                      Seconded: Monica Oke

### **Business arising from previous meeting:**

#### **Correspondence in:**

- Amanda Mason IEU representative. Students at work fact sheet.
- Email from Catherine Vormister in regard to plaster figurines.

#### **Correspondence out:**

#### **Presidents report:**

Our annual fete held on Sunday was a very successful community event as well as major fundraiser. I was very happy with not only the support from parents and staff but also the wider community.

Thank you to Lucy and Chantelle for all your efforts you put into coordinating and running a successful fete.

Thank you to many of the staff who gave their time leading up to and on the day of the fete. A special thank you to Mrs Mcmillan who runs our Devonshire tea every year and Ms Easter and Ms Skeers who stepped in to run our book stall. Mrs Boyton and Mrs Rutowski for helping man some of our stalls.

Phillip Duncan

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

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

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## **Principal's report:**

Over the past few months we have had some of our year 5 and 6 students representing our school in public speaking events. Even though they were not successful this time to gain a place we commend them on their wonderful efforts.

A number of our students attended the All Saints mass last week with Mrs. Tweed. Our students are to be congratulated on their behavior they display when representing our school.

Our school fete was held over the weekend. The fete was once again well supported by not only our school families but the staff as well. A special thank you to Mrs. Hodges and Mrs. Boyton for their efforts they put into a staff flash mob that was performed on the day. The fete was once again not only a successful fundraiser for the school but more importantly and great community event.

The end of the year is fast approaching, we are looking forward to our year 6 farewell coming up on the 5<sup>th</sup> December. Our Christmas Concert will be held on the last day of term, 14<sup>th</sup> December under the back cola starting at 6pm.

Mr Christopher Paton .

## **Rainbow book report:**

- Now referred to as the Year Book
- There have been 49 orders placed so far
- A note will go into the staffroom asking for any additional photos that the class teachers may of taken at any recent excursions
- The last day to order is the 1<sup>st</sup> of December
- Printing will be next January with final numbers needed 10 days prior.
- 200 books to be ordered more can be added at a later date

**A motion that the Parents and Friends association commit to printing a minimum of 200 books at a cost of \$4600.**

**Moved: Natalie Kidd**

**Seconded: Brett McConville**

## **Fete committee:**

- Thank you to all that contributed to the fete and made it a huge success. Thank you everyone who gave their time.
- The community will be asked to give their feedback on the event as T

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- There has already been feedback about not having the times advertised on our banners, something to consider next year. Perhaps next year the gates are to be closed an hour before the fete and opened at 10.30.
- Look at different ways to set up the basket stall next year as to keep customers on one side of the table.
- Perhaps less show bags next year.
- Thank you notes to go home to all helpers and sponsors.
- Look at other options for animals next year, maybe a petting zoo.

**Treasurers report:** see attached

Motion that the treasurers report be accepted:

Proposed: Yasmin Lizette Seconded: Lucy Duncan

## **General Meeting / Business:**

- Now that the fete is behind us we will focus on promoting the year book. We will start promoting more on facebook and we will make sure the a-frame is put out on the playground daily.
- Christmas concert- will be the last day of term Thursday 14<sup>th</sup> December. Mrs Boyton who is running the concert this year has asked that the P&F provide a BBQ and drinks as in the previous years. We still have a lot of stock left from the fete, so we will only need to organize the ice cream van. Orders to be taken at the concert for the year book. **Phil** to arrange.

## **New Business**

- **Phil** to contact Karen Muller to arrange the year 6 graduation gifts. We have agreed to purchase a delightful engraved pen as before. The year 6 graduation will be on Tuesday the 5<sup>th</sup> December.

**A motion that the Parents and Friends association purchase pens for year 6 graduation**

**Moved Lucy Duncan**

**Seconded Jacinta Davis**

- Christmas party, **Natalie** to contact Wharf Rd to book our party for Wednesday 13<sup>th</sup> December. We will book for approx. 30 people with an invitation to go out in the school newsletter. The P&F will pay for canapes, but drinks will be purchased by the guests.
- Staff morning tea. Mr Paton will get back to us with a date that best suits.
- Possible dates for the welcome disco next year 16<sup>th</sup> Feb 2018.

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**\$7,738.94**

***Total Payments made:***

**\$7,738.94**

Less Cheques presented from previous month's report:

***Less Cheques unpresented from previous reports:***

#743940 - Donation to St Michaels – baking competition

**\$500.00**

**Balance available as at 31/10/2017**

**\$34,539.38**

***Less invoices (expenses) requiring approval:***

Fete expenses

\$5,500.00

***Total requiring approval***

**\$5,500.00**

***Funds approved for future expenditure:***

IT equipment (3x Apple TVs)

\$7,800.00

**\$7,800.00**

**Rainbow Shop funds available as 31/10/2017**

**\$3,686.73**

**Total funds required for future expenditure**

**\$13,300.00**

**Final balance available at 31/10/2017**

**\$17,552.65**

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