## Meeting Minutes

**Date: 24 October 2017 Venue:** MCPS Staff Room

**Chair:** Teresa Lawson (TL)

**Minute Taker:** Leah Rheinberger (LR)

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| 1.Welcome – TL  Opening Prayer – TL |
| 2. **Attendees:**  Executive – Teresa Lawson (TL), Marina Hayward (MaH), Leah Rheinberger (LR)  Office Bearers – Karen Simons (KS), Michelle Hall (MiH), Tina Stevens-Galipo (TSG), Deborah Horton (DH)  General Members – Kylie Galipo (KG)  Other attendees – Toni Kalat (TK), Alissa Fazio (AF), Courtney Dunsire (CD), Nicole Woodhouse (NW), Kate Godwin- Johnston, Michelle Pellicione (MP), Guilia Orlando (GO)  **Apologies:** Leonie Jones (LJ), Rebecca Exham (RE), Belinda Weeks (BW) |
| 3. Previous Minutes Accepted by: TL Seconded by: DH |

| **Ref** | **ISSUE** | | **DISCUSSION** | | | | | **ACTION** | | | | | **By Whom/When** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **4. Business Arising from previous minutes – Action Report** | | | | | | | | | | | | | |
| 4.1 | Action Report | |  | | | | |  | | | | |  |
| **5. Standing Items - Committee Reports** | | | | | | | | | | | | | |
| 5.1 | President | | * Congratulations to Nicole Woodhouse on getting married * Mini-marathon had a good turnout and lots of parents in attendance   \* Colouring in competition entries coming in   * Afternoon on the Green- ongoing, thanks to all for their effort | | | | |  | | | | |  |
| 5.2 | Principal | | * New Executive Director to 2018 * Maintenance work - The Parish contributed $11,000 to the painting and maintenance of the Community Centre. * Reconciliation is in Week 2 * Kindy 2019 interviews nearly completed * 712 students for 2018 * Events coming up – book fair, mini marathon * Mater Christi is one of the top Book Club school in the state. Congratulations to Emily Gowland and our strong Mater Christi student readers. | | | | |  | | | | |  |
| 5.3 | Treasurer | | * Bank Balance at 24/10/17 - $11610.28 | | | | |  | | | | |  |
| 5.4 | P&F Representative to the School Board | | * Father Dat thanked school for tidy up work. * Board presented with a capital development plan from 3 architects (from the one firm). To include a conservation and nature play area within the school grounds. Bathroom renovations. | | | | |  | | | | |  |
| 5.5 | Class Representative Coordinator | | * Nominations for 2018 class rep will be taken once new Class rep coordinator elected after AGM. | | | | |  | | | | |  |
| 5.6 | Parish Representative | | * Repairs to the church are underway after damage from a hail storm * Painting went well * Sacraments for 2018 – no updates as yet, waiting on Archibishop dates. * MaH going to Jerusalem in Term 1 2018 * RICA starts 25/10/17, with tour of church | | | | |  | | | | |  |
| 5.7 | PFFWA Report | | * No meeting since last P&F meeting. * Name change in progress, not finalised | | | | |  | | | | |  |
| 5.8 | Sunsmart Representative | | * Renewed Sunsmart membership * Received posters to put up around school for Sunsmart awareness. * Entered competition to win $10K toward shade (yearly comp) * Recommendations to maintain sunsmart membership - adopt a “no hat, play in the shade” rule rather than no hat, no play. K-PP aged children to be encouraged to apply own sunscreen with a sunscreen station (mirror), role modelling of hat wearing by parents and teachers * 80% of sunscreen out of date and thrown out, all classrooms have new in date sunscreen * $35 for wall mounted sunscreen holder | | | | | 1. Michelle to email Toni picture of holder with dimensions | | | | | MiH (30/11/17) |
| 5.9 | News & Info Coordinator | | * Nothing to report | | | | |  | | | | |  |
| 5.10 | Food Coordinator | | * Whole school mass next week requires food from Y2s. * AGM – Tina to serve at bar with help from Michelle Bradford. Board provided food. Wed 22nd Nov 7pm | | | | | 1. Tina to email Y2 parents for morning tea and helpers 2. Tina to organise drinks with Karen for AGM | | | | | TSG (1/11/17)  TSG (22/11/17) |
| 5.11 | Community Appreciation Officer | | * Nothing to report * Would like list of sponsors for Afternoon on the Green as soon as possible after event | | | | | 1. Michelle to provide list to Deb | | | | | MiH, DH (ASAP) |
| **6. Correspondence** | | | | | | | | | | | | | |
| 6.1 | Fundraising with Tea | | * Emails received | | | | |  | | | | |  |
| 6.2 | Fundraising – Entertainment Books | | * $2128 to P&F, 152 books sold (approx. 300 sent out) still some outstanding books which Ent Books will follow up with families. * Will be organised for earlier sales next year * TK happy for us to do this next year. Note to go into newsletter for thankyou to community for purchasing these. | | | | | 1. DH to put note in newsletter thanking community for support of Ent Books in 2017 and advise continuation for 2018. | | | | |  |
| **7. General Business** | | | | | | | | | | | | | |
| 7.1 | Afternoon on the Green – Status Report | | Event status report:   * Colouring in Comp – Father Dat requested to judge 1,2,3 placing and use sports ribbons for placings. To be presented at afternoon on the green 4.45pm? * Can we access school’s power supply from PP for popcorn, snow cones and fairy floss? Yes from TK - | | | | | | 1. Teresa to judge with Fr Dat  2. Michelle to liase with Amanda re: power access | | | | 27/10/17 |
| 7.2 | Screenagers | | Screenagers movie screening, possibly combine with wine and cheese night at Cygnet cinemas South Perth | | | | | | Leonie to coordinate for Term 1, 2018 | | | | LJ 10/2/18 |
| **8.0 Other General Business** | | | | | | | | | | | | | |
| 8.1 | Graduation committee tablecloths | | * Graduation committee has ordered excess tablecloths and would like to know if the P&F could purchase these. P&F could use these for future events. Motion passed to provide cheque to MC $96 | | | | | |  | | | |  |
| 8.2 | Donations DCP | | * Ileana not present to discuss – Passed over | | | | | |  | | | |  |
| CLOSE: 8.45 | | | | | | | | | | | | | |
| **NEXT MEETING**: 22 Nov AGM | | | | LOCATION: MCCPS Community Centre | | **CHAIR:** vacant | | | | | **OPENING PRAYER:** N/A | | |
| **Meeting Schedule:** | | | | | | | | | | | | | |
| ~~9~~~~th~~ ~~May T2~~ | | ~~13~~~~th~~ ~~June T2~~ | | | ~~8~~~~th~~ ~~August T3~~ | | ~~12~~~~th~~ ~~Sept T3~~ | | | ~~24~~~~th~~ ~~Oct T4~~ | | AGM 22nd November | |