**ST JOSEPH’S SCHOOL**

**P&F MEETING**

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| **TUESDAY 12th September 2017**  **Commenced at 7:06pm** | | |  |
| **1.0** | **Welcome, Prayer and Apologies** |  |  | |
| 1.1 | **Present**, Brooke Hammond, Travis Bienkowski, Belinda Curtis, Jen Stokes, Rebecca Lorimer, Karen Ruben, Simone Magno , Trish Rossel, Natalie Williamson-Holley, Stacey Gaston, Natasha Pitter, Peter Leroy and Leesa Hall. | |  | |
| 1.2 | **Apologies:** : Melissa Fuller, Nelly Barr, Jenny Gorman, , Katie Simpson, Sandra Bennett , Tracey Clifford, Tessa Ferraro and Jodie-Anne Lunny | |  | |
| **2.0** | **Acceptance of Previous Minutes of Meeting** | **Action** | **Who/When** | |
| 2.1 | **Review of previous Meeting Minutes**  Accepted by: Belinda Curtis    Seconded by: Trish Rossel | Today’s minutes to be reviewed and accepted at the next P&F meeting |  | |

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| 3.0 | **General Business – AGENDA ITEMS** | **Action** | **Who/When** |
| 3.1 | Correspondence in: | $50 Puma Voucher received as donation for Bingo Night. | Belinda Curtis |
| 3.2 | School board Report | Due to absentees the school Board meeting was postponed. To be re-advised at next meeting. | Travis Bienkowski |
| 3.3 | Principals Report | See attached | Travis Bienkowski |
| 3.4 | Treasurers report | Current Balance: $6763.96  Money received:  P and F contribution $4159.75  Father’s Day stall l $1179.65  Sports Carnival cake and coffee stall $670.20  Expenditures:  Father’s day bags $65.01  Sports Carnival:  (sausages and rolls) $122  (cups and containers) $256.30  (drinks and coffee) $195.94  Closing balance: $12134.30  . | Jen Stokes  Reports passed by Simone Magno and  Second by Tash Pitter |
| 3.5 | General business:   1. Sports Carnival 2. Bingo Night 3. Show gates 4. Bunnings sausage sizzle 5. Cook book 6. Father’s Day stall 7. P and F closing balance 8. Camp Australia | * The cake and coffee stall made a small profit of $95.   The stall was a great success for Rylie Jenkinson, who serviced the coffee machine. The stall was of a great convenience to by- standers but due to only making a small profit and the need for volunteers to man the stand, the P and F discussed re addressing providing this service in the future.  To be voted for or against in next year’s meeting before the sports carnival.   * The carnival was set up on the opposite end of the oval this year, closer to amenities and canteen. This proved to be a success, allowing the staff and children to access the toilets more conveniently**.** * The venue has changed to the Waroona Rec center due to the community Hall being condemned and needing construction to the roof. The Waroona Rec Centre has kindly hired venue to us at the same cost as the community hall. * Melissa has sent news letters home and ticket sales. * Belinda, Brooke and Melissa have approached several local businesses (including but not limited to: IGA, Vibe, Charlee Hull, news Agents, Savvy and Puma) for donation gifts as Bingo prizes.   Belinda and Brooke will continue to approach and follow up donations.  Natalie Williamson Holley volunteered her services to provide a gift voucher for a horse riding lesson gift voucher as a Bingo prize.   * Jodie Lunny will be attending a meeting tomorrow night and will update P and F with any relevant information in regards to the show gates. * Heather Brown has kindly donated her time by calling parents new and old from the school, to ask for volunteers to man the show gates. The roster is now full. Big thanks from the P and F Heather. * Travis has kindly donated his time to take on P and F Bunnings fund raiser. Thank you Travis. * Travis has been in contact with Carly (lady in charge of Bunnings Sausage sizzle) and signed a Bunnings policy contract. * The BBQ roster for manning the stand has now be filled. * The sausage sizzle commences at 7am, requiring Travis to set up at 6;30am and concludes at 4pm. The final cleanup will commence at 4pm, * The sausage sizzle will be held on the last week of September which is a long weekend, hopefully working in our favour to success! * The cost of Sausage in a bun will be $2.50 and drinks $1.50. * Bunnings supply Gas BBQ and stall; it is up to us to supply and purchase food and refreshments and supplies our own utensils and cleaning products. * Bunnings have approved to also run a raffle of our choice at our stall. provided the Raffle is drawn by 4 pm at the conclusion of the stall. The committee discussed raffle options and it was agreed upon by all members to run a $100 guess raffle. Rebecca will draw up a guess board to display at the stall for people to fill in the blank guess box of their choice. Each guess will cost $2, making a profit of $100 per board filled. * Due to lack of entries, time restraints and no one willing to take over the role to oversee fruition of the cookbook it was decided to post pone the construction of the cookbook to next year, provided there is a volunteer willing to take on the project. * The Father’s day stall proved to be another huge success, raising $435 profit for the P and F. the presents were loved by the children and fathers alike and all gifts were sold! * A big thank you to Belinda Curtis, Stacey Gaston, Natasha Pitter and Harena Platell for dedicating their time to the both the Mother’s Day and Father’s Day stalls. * The Committee discussed options on what the P and F should donate the $12000 accrued total to. * Ideas included. :  1. New ovens to replace old gas ovens in the   Canteen.   1. Kindy playground upgrade 2. Flood lights installed around kind and Josephite Centre. 3. Flood lights installed around basketball court.  * The majority agreed the flood lights on the basketball courts would prove to be a great asset to the school, providing lighting for school concerts and family fun activities after school hours. * The new ovens would only be an option if there was an electrical upgrade carried out to allow for the extra electricity usage. (hence why the ovens are gas) * Three quotes would need to be sourced for installment of flood lights, a separate quote can also be carried out for electrical upgrade at the same time. * A decision on whether this would be a viable contribution from the P and F will be made after Quotes have been received. * Travis made inquiries to Camp Australia in regards to before and after school care. * Camp Australia suggested running a pop up program,   Which sees the employees setting up and packing away on a daily basis in a room provided, rather than needing a room set up on a permanent basis (needed by other companies)which is not viable, due to no room availability.   * Travis will meet with Camp Australia next Tuesday to discuss viability. * A survey will be sent out to parents to get an idea of numbers interested in before and after school care. * Depending on response to numbers in favour of this service will determine whether or not Camp Australia services are viable. | (Brooke Hammond)  General committee  (Brooke and Belinda)  ( Jodie Lunny)  ( Travis Bienkowski)  Guess board :  Rebecca Lorimer  General committee  Stacey Gaston  General committee  Rebecca Lorimer will ring around and book in 3 separate electrical companies in the first week of term 4.  Travis Bienkowski |

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| **8.00 pm**  Meeting Closed |

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| **Minutes signed as true and correct:** | Rebecca Lorimer | 12th September 2017 |
|  | **Chairperson** | **Dated** |

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| **Next P and F meeting: October 10th 2017 at 7pm** |