

Meeting Opened: - 7pm

Present: - Natalie Pierce, Sarah Lehmstedt, Tara Thompson, Zoe McGregor, Jo McConnell, Kerrie Kerr, Jennyne Wilkinson, Kylie Myers

Apologies: - Renee Brown, Amanda McHale, Jane Tinkler, Heidi McKay, Laurel Holden, Jo Shorrock

Previous minutes: - The group read through previous minutes with no change required.

Minutes Accepted: Moved: Kylie Myers **Seconded:** Zoe McGregor

Welcome to all Parents and Friends – Jennyne

Correspondence: - Zoe McGregor

- Jane Tinkler – addressed in business below
- Amanda McHale – addressd in business below
- Carnival Book Fair – passed to Kerrie Kerr
- Wodonga Council – Children's Fair
- Chris Nelson – PA correspondence

Treasurer's Report: - Kylie reported on the transactions since past meeting.

Pie Day raised a profit of \$112.40.

Interest received for year end.

Total available funds at date of meeting: \$4,927.30

Upcoming outgoings for Father's Day stall gifts and Fair expenditure.

Previous Business: -

1. **Pick up Lane Redevelopment** – plaque has been ordered and will be paid on installation.
2. **PFN Wish List** – The Dishwasher and PA system are currently the priorities.
Dishwasher Update – Jo Shorrock has recommended installation of a commercial dishwasher due to speed of cycle. These type of washers are approximately \$3000 and tale about 2miuntes to wash. Kylie also had quotes for domestic dishwashers at approximately \$800 - \$1000 (for a larger size). These domestic washers take approximately 20-30minutes per cycle.
ACTION: PA System – Kerrie Kerr to enquire about prices for hiring a roaming microphone for the purpose of the Fair. Brett Myers to investigate the portable megaphone.
It was resolved that due to the amount of funds required to be outlayed in preparation for the funds there will be no expenditure for the dishwasher or PA system until after the conclusion of the Fair.
3. **Working with Children's Checks** –
ACTION: Jennyne to include an item in the newsletter asking all parents who wish to volunteer with students to register their WWC details at the office.
4. **School Production** – Update – refer to newsletter for Captain Pete's report. Pete has been impressed with the enthusiasm shown towards the production in particular from the students. It seems to be all progressing well with lots of people contributing their time and talents to make this a success.
ACTION: It was decided to sell the Mudpoo and Fungus books at the production. Jennyne to liaise with Pete to implement this.
5. **Country Fair** – Update – Budget as presented by Kylie. A conservative estimate projects a budget of \$5,522.50 profit. Outgoings \$4,164.50. Income: \$10,010. Many thanks to Kylie for hard work crunching

these numbers this week. Overall progress of Fair is tracking nicely with some new events to cater for all ages this year.

6. **New Uniform Contract** – The new contract is in place and Alinta will commence in December.
7. **Welcoming Mass** – held on 4th June at Sacred Heart. Lots of food for both morning teas. Lots of helpers for the 8:30 Mass and only a couple for 10:30. Overall a successful morning. Thanks to all contributors.
8. **Women's Curry Night and Women themed monologues** –
Date has been set for Saturday August 19, 2017 at St Francis Gathering Place. A series of short plays written by Kate Rotherham will be performed during the night. Tickets will be \$10 to ensure commitment – proceeds to our school. People will be asked to provide a curry or sweet to share. PFN to provide rice and pappadams. This event will be advertised on our school Facebook page, school newsletter and Parish bulletin.
ACTION: Kerrie Kerr to liaise with Kate about final details and preparation of marketing materials to get this event advertised ASAP.
All PFN members to promote evening to women friends and enhance ticket sales.

New Business: -

9. **Wodonga Children's Fair** – Expression of interest to be submitted. Date: Sunday 29 October 10am-3pm. **ACTION: Jo McConnell was submitting on Friday 21 July 2017.**
10. **Feedback on the Parent/teacher reporting from last term**
Extremely favourable feedback from all survey participants with 100% preferring the new format to the old format. Other positive comments included the timing of the reports issued prior to interview, the personal nature of the reports and less generic detail. Jennynne and Natalie added the process is not static and ongoing alterations may be made to further enhance the reports as required.
11. **PFN Food Days** Jo Shorrocks is now unavailable to coordinate the food days with Jane Tinkler on a Friday. She is available on a Tuesday if it was a possibility to change food day, or alternatively, we need a new helper/partner in crime. We also need to set dates so once there is a decision on the above question, we will look at dates that suit the school and the helpers.
ACTION: Jane and Jo to discuss the best options moving forward. The consensus from the group gathered was that it was not our place to make the decisions given the lion's share of the work is done by Jo and Jane.
12. **Parish Bulletin.** There is interest from Fr Dennis for us to get our activities in the bulletin early to let the parish community have the opportunity to support the school so hopefully we can get a note into the bulletin asap for the women's curry night and also a save-the-date for the fair.
The bulletin is published early in the week for the following weekend (I think it's finalized Tuesday? but would have to double check)
ACTION: All school events from bonfire to fair be advertised on Bulletin to promote or school and actively engage our parish community.

Special Dates for Term 2 / Term 3

- **Winter Sports Carnival (Year 5/6) – Friday 21st July 2017**
- **Tree Planting Day – Friday 28th July 2017.** All welcome there are around 800 trees to plant.
- **Liz Campbell – Parent Information Session – Thursday 10th August, 2017**
- **Book Week (Carnival Book Fair, Books Before Bed, Book Parade) - 22nd - 25th August, 2017**

- **Father's Day breakfast and liturgy – Friday 1st September 2017** Kylie and Jo are conducting a stocktake of goods next week and will order gifts for this year's stall. They have indicated students with father's that have passed on will be catered for again.

Arrangements for the BBQ will be made internally by PFN members via Facebook and email prior to next meeting.

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Next Meeting: - Thursday 31st August, 2017

Meeting closed: - 8:15pm

*PFN is an **open group** and **warmly welcomes all parents & friends** to come along.
Please forward all ideas and comments to: - pfn@sfwodonga.catholic.edu.au*