



ST MARTIN OF TOURS
PARENTS AND FRIENDS
ASSOCIATION

ST. MARTIN OF TOURS PRIMARY SCHOOL PARENTS AND FRIENDS' ASSOCIATION MINUTES OF THE AGM HELD ON WEDNESDAY 25TH NOVEMBER 2020

Meeting: PFA Annual General Meeting	Venue: Virtual Zoom Conference	Date: 25 th November 2020	Time: 7:30pm
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Agenda Item	Issue Arising	Action Required:
1. Present and Apologies	<p>Apologies - Louise Zannino, Anna Byrom, Carla Ting</p> <p>Present- Kate Kelly (Chairperson), Belinda Pryse, Michelle Don Paul, Chris Baulch, Bianca Sgambati, Jamile Petridis, Liz Dole, Johanna Hayes, Joiebelle Zakanj, Fiona Zandt, Jacqui Marshall, Marita Anderson</p>	
2. Confirmation of Minutes from previous AGM	Chris Baulch and Jamile Petridis have read the meeting minutes from the previous AGM.	Passed by Chris & Jamile
3. Reports from the Executive Team	<p>The role of President has been shared this year. Kate and Belinda read out the President's Report (attached to these Minutes).</p> <p>Belinda provided a Treasurer's Report in Carla's absence.</p> <p>It has obviously been a difficult year for fundraising due to COVID-19.</p> <p>Our most recent income includes \$841 for the zooper dooper fundraiser and \$1340 for the school fees raffle. The major prize for the school fees raffle is \$2K, so hopefully that will be covered soon and anything more will be profit. There was also a deposit for second hand uniforms.</p> <p>The profit currently stands at \$268.64. However, there is an inventory for beanies and jumping castle deposit and drinks which are being held over for Shrove</p>	

	<p>Tuesday next year. Therefore, the actual profit is \$4818.76.</p> <p>Current bank balance is \$42,009.11. There is a large sum currently sitting in the bank account as a result of money raised for our major Colour Run fundraiser last year. Unfortunately, it wasn't possible to spend that money on the Play Pods this year.</p>	
<p>4. Principal's Report</p>	<p>Jacqui provided the Principal's Report. She thanked the PFA committee members. She noted that the focus of the PFA was always on hospitality, engagement, welcoming, supporting and fundraising. The PFA is more than just raising money. It has been a particularly difficult year and she has felt very welcomed and supported by the PFA and staff.</p> <p>Staff are now spending time on reports and class lists. Staffing has been finalised. There'll be 5 new staff in classroom roles, with a new additional class for year 5 so that each year level has 3 classes. Retirements – Donna Vincent and Karen Crimmins who are excited to explore the next stage of their lives.</p> <p>There is a planning day on Monday 30 November. The big focus at the moment is year 6 and what the School can achieve for them in their last month. Thank you to those parents who have reached out with courage regarding concerns surrounding graduation and Confirmation. The School is hopeful to provide an outdoor celebration prior to graduation for parents to be onsite and share celebrations with the children. Jacqui has enjoyed watching dance classes with Ken Marshall, there are certainly some great movers and dancers in this year 6 level.</p> <p>Dave Witchell has been on leave but is hoping to have a whole school sports day.</p>	
<p>5. Election of PFA Committee Members for 2021</p>	<p>President – Kate Kelly</p> <p>Vice-President – Michelle Don Paul</p> <p>Similar to the past couple of years, they will act together and share a Co-President Role</p> <p>Secretary – Belinda Pryse</p>	

	<p>Treasurer – Carla Ting</p> <p>Fundraising/Donations Co-Ordinator – Vacant (It was noted that this role is not really essential as most of the fundraisers are lead by the one or more of the Core Members being supported by general committee members and volunteers)</p> <p>Class Parent Representative Co-Ordinator – TBC</p> <p>Anna will be stepping down. Bianca is still sorting out her own plans for next year but could possibly join/assist someone else in the role. Joiebelle will be going on mat leave next year so may have some capacity to assist in the role. It is currently being considered by Bianca Sgambati and Joiebelle Zakanj who will discuss and confirm in the coming weeks.</p> <p>General Committee Members – Bianca Sgambati, Joiebelle Zakanj, Johanna Hayes, Fiona Zandt.</p>	
5. General Discussion	We will host a welcome nibbles and drinks prior to the first committee meeting next year on Tuesday 9 th February 2021, to welcome new members and as an invitation for others to join.	

Meeting Closed	Meeting closed at: 8:10pm		
Chair	Kate Kelly		
Date location of next AGM	Tuesday 16 th November 2021 (TBC)	SEMINAR ROOM	TIME: 7:30pm