



ST MARTIN OF TOURS PRIMARY SCHOOL PARENTS AND FRIENDS ASSOCIATION MINUTES OF THE MEETING HELD ON TUESDAY 16TH JULY 2019

Meeting: PFA Committee Meeting	Venue: Seminar Room	Date: 16 th July 2019	Time: 7:30pm
Agenda Item	Issue Arising	Action Required:	
1. Present and Apologies	<p>Apologies - Louise Zannino, Kate Kelly, Melanie Tsoukas,</p> <p>Present- Belinda Pryse (Chairperson), Michelle Don Paul, Carla Ting, Anna Byrom, Ambra Joyner, Chris Baulch, Bianca Sgambati, Jamile Petridis, Liz Dole</p> <p>Resignation – Lydia Palmieri</p>		
2. Confirmation of Minutes from previous meeting	Chris Baulch and Jamile Petridis have read the meeting minutes from the previous meeting.	Passed by Chris & Jamile	
3. Treasurer's Report	<p>Carla read out the Treasurer's report.</p> <p>Sausage Sizzle raised \$1516.37. DJ (Vivid Audio Visual) for the Gala Ball needs to be paid \$770. \$320 was paid to Vasko for to cover the loss for the Year 5 dinner.</p> <p>Current Bank balance is \$38,255.29. Holding off on donations until Meg confirms where the money is going. STEM and Art – Mr Ooi asked for supplies so it was raised whether PFA can contribute as these are new areas.</p>	Carla to pay DJ	

<p>4.1 School Disco</p>	<p>Discussed the option of running the disco during school hours at the breaks i.e. Prep -2 during first break and 3-6 during second break. Kids would pay \$5 entry and receive a glow stick and zooper dooper. As it is being held during the break, if a child didn't want to attend or had enough and didn't want to stay the whole break, they could simply go out and play as normal. Those that have paid could have a band or stamp for entry.</p> <p>All voted YES to go ahead with this option. Disco to be held on Tuesday 17th September.</p>	
<p>4.2 Gala Ball Update</p>	<p>70 tickets have been sold with many saying they are still deciding or will purchase soon. Reminder flyer to go out in the blue tubs. Suggested adding food allergies to TryBooking form to reduce workload and errors. A flyer to also be placed in the staffroom. Photobooth has been locked in. Three quotes were obtained and all had the same offerings so decided to go with the cheapest one from Doncaster.</p>	<p>Deposit for Photobooth to be paid.</p>
<p>4.3 Father's Day Stall</p>	<p>Previously agreed not to use mainstream school gift companies. Kate has purchased some socks similar to Happy Socks for a great price through Groupon. Michelle has been working on some packs that can be activities done with Dad i.e. carwash, garden, cooking. Also looking at some art/craft options.</p>	
<p>4.4 Father's Social Night</p>	<p>Rosanna Bowling Club has been booked again. To be held on Friday 30th August. Information to be sent out 1st week in August.</p>	
<p>4.5 Colour Run</p>	<p>Discussed the process of running the colour run through a Company or doing it ourselves. Companies who run these events operate on a sponsorship method. While a fair bit of money can be made (some schools have reported making \$10K or more), the Company takes a hefty profit.</p> <p>Michelle looked into some costs for us to do it ourselves and provide coloured powder and a headband, wristband and sunglasses for the kids. The estimated cost would be around \$5.60 per child. Would charge \$10 for entry. We could also consider offering the option of sponsorship and work out some prizes for different price brackets.</p> <p>We can do bubbles or hose kids along the way. Juniors and Seniors would run</p>	

	<p>separately.</p> <p>All voted YES for organising it ourselves. It was felt this would place less pressure on parents to be running around trying to get sponsors.</p> <p>To be held on Friday 15th November at the end of "Spirit Week". Bianca raised the point that the Prep Welcome Dinner is on the same day so we will need to be mindful of getting enough volunteers to assist with both events.</p>	
4.6 Constitution Amendment	Michelle is still working on amending Constitution.	
5.1.1 Coin Challenge	Belinda working on flyer. There will be two lunches as prizes this year – one winner for junior levels and one winner for senior levels to encourage the senior levels to get involved. Starts Monday 22 nd July and runs for 4 weeks.	
5.1.2 Sausage Sizzle or Donut Day?	<p>Discussed having a sausage sizzle this term or donut day for something different. We will be doing another sausage sizzle for the Twilight Sports day.</p> <p>All voted YES for Donut Day. To be held on Wednesday 14th August. Will hand out donuts during 2nd break as most kids eat their lunch during 1st break.</p>	
5.2 Charity for Term 3	Marita advised that the RCH Puppet Show would be coming to school this term to raise awareness on childhood cancer. Therefore, it was decided that the charity for Term 3 would be Royal Children's Hospital.	
5.3 Level Dinners (Non-PFA Events)	<p>Year 5 level dinner – A parent committed and paid a \$500 non-refundable deposit. When they couldn't get enough people to attend they approached the PFA and asked if we could cover the lost deposit. Meg suggested the PFA should contribute because hosting the year level dinners at an external venue is new territory and we haven't really educated parents on what to do and what not to do.</p> <p>The dinner went ahead with 40 people and the PFA had to pay \$320 for the partial deposit that was lost. Class reps co-ordinators to set guidelines for class reps to follow in future. Care to be taken when booking external venues – minimum numbers, non-refundable deposits etc. PFA will not be liable to cover</p>	

	<p>losses for non-PFA events.</p> <p>Discussed option of bringing back year level dinners to the GECCO as the external dinners are becoming too much work for the class reps. Raised the issue of whether it is worth investigating options for improving acoustics as this has been a consistent point of feedback from parents i.e. use of acoustic panels or sound blocking curtains. Could PFA contribute? There seems to have been some discussions in the past about this with Manell Lopez (not sure of spelling) that could perhaps be revisited.</p>	
--	---	--

Meeting Closed	Meeting closed at: 8.55pm		
Chair	Belinda Pryse		
Date location of next meeting	PFA MEETING : 8 th October 2019	SEMINAR ROOM	TIME: 7:30pm