



St Finn Barr's Catholic Primary

Parents & Friends Association Meeting

1st August 2017

MEETING OPENED: 7.33pm

PRESENT : Bruce, Belinda, Emily, Annie, Caroline, Liz, Sharnee, Emma, Alison

APOLOGIES:

PREVIOUS MINUTES: **Moved / Seconded** Emily / Belinda

BUSINESS ARISING from previous minutes

Book Fair

A big THANK YOU to Emily and Belinda for organising another very successful Book Fair, over \$800 worth of books were given to the school. St Finn Barr's is entitled to a buy one get one free book fair at the end of the year, Emily is happy to coordinate again for November. We will involve Grade 5/6 in the running of the stall.

Covering books

Annie talked with the librarian about helping covering books. P&F would be happy to come and help.

Rock 'n' Roll Night

All organised, Annie touched base with Barry and passed on suggestions for music and more interactive dances. Possibly small games for the night. Emily will arrange the payment check for the night. House colours is the theme. Balloons and streamers as decorations. Rock and Roll night will go from 6.00pm - 8.00pm. Following years the time may change the finish time to an earlier time. Annie will get the key and open the hall at 6.30pm and helpers to arrive early. Lucky door prizes are currently on display in the office. BigTHANK YOU for Tammy who organised the lucky door prizes. Liz will talk at Assembly about expected behaviour from the students on the night.

Executive meeting with Board

Executive members of the P&F will meet with the Board on September 26th.

Father's Day Stall

Starting the call out and donation collections, Tammy is organising the Father's Day Stall again. Stall will be held Tuesday 29th August. Money collected by class teachers before the day. If we do not receive enough gift donations we will look at purchasing additional gift items as a P&F.

CORRESPONDENCE IN: Tabled

CORRESPONDENCE OUT: Tabled

TREASURER'S REPORT : Tabled

BOARD REPORT: Tabled

PRINCIPAL'S REPORT: Tabled

GENERAL BUSINESS:

Thank you gift

Suggestion for Sharee for helping so much in her time within the P&F. The P&F is very thankful for all her help. It was decided that unless a Life Time Member resignation gifts are not going to be given. The discussion highlighted the need for a Honour Board or website page that recognise lifetime members.

Fair

Permits

Bruce is busy organising all the permits for council.

Annie and Bruce met before tonight's meeting to go over paperwork.

Second hand book stall

Currently collecting second hand books from the school community, delivered to 5/6 cousins.

Petting Zoo

Jenny Flynn contacted Liz in regards to a petting Zoo, concerns around council permits/regulations are needing to be addressed. Will follow up outside of the meeting.

Artwork display

Sylvie is organising a portrait stall where each class will have a piece of art work for sale in the hall.

Security

Will be using the same company that currently services the school.

First Aide Officer

First Aide officer is needed. Rochelle is a registered nurse has been suggested as a first aide officer. Sharnee will ask her but assures us that she would be happy to do this role.

Site Plan

Site plan discussions around where stalls will be located and the confirmed stalls.

Signage and a stall list for the night to advertise the stalls available.

Raffle

Donations to be coordinated together as a team and categorised for prizes for the raffle. Sharnee and Rochelle would be co-ordinating the raffle.

Sell tickets at school before the fair in the lead up to the event.

Hot Food Stall

Still in need for another hot food stall. Scottsdale bakery have a van that Sharnee will contact them to see if they are interested in being part of the fair.

School Board BBQ

The Board have asked for a guess on the amount of food to organise for the stall. The school will provide a BBQ to go along with the BBQ they have organised. Annie will reply to the questions.

Other stalls

Bruce organising the chairplane ride - 20% was decided as the price.

Emma will follow up with PCYC

Email received about having a face painting stall, Caroline will reply and advise that because we have a class stall that is doing face painting for the night that we will decline.

Northern Suburbs Community Centre - Caroline will contact.

Donations for cookie making stall will be called out.

Electricity

Will need a electrician - Some suggestions for people to contact was put forward and Annie will contact.

Hire lights for the night. Alison will talk to coats about lighting equipment.

Music

Kelly is coordinating the music and entertainment. The school has portable sound equipment.

Chairs & Tables

Possibly needing to hire tables and chairs.

NEXT MEETING: Tuesday, September 5th

Meeting closed: 8.55pm