



Holy Cross School Parents and Friends Association MINUTES



Date:	Tuesday 11 July 2017	Term 1: 23 Jan – 31 Mar
Time:	6.30pm	Term 2: 18 Apr – 23 Jun
Venue:	Holy Cross School Library	Term 3: 10 Jul – 15 Sep
		Term 4: 03 Oct – 01 Dec
Executive:	Mel Emmerick (<i>President / Chair</i>) Hayley Hope (<i>Treasurer</i>) Jim Bahceci (<i>Vice President</i>) Adam Schmalz (<i>Grants</i>)	
Ex-Officio:	Sarah Hamilton – Principle.	
P&F Committee:	Rachel Bowe, Suzie & Joe Dobson, Naomi McGregor, Tracey Cook, Belinda Patmore, Brad Henry.	
Apologies:	Father Neil, Christina Wright, Damien Martin-Blakey (<i>Secretary</i>), Marnie Gabbert, Leanne Woodley, Wendy Rogers, Kymberlee Jackson	

Agenda Item:	DESCRIPTION:	ACTION
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1. Parish Priest's Report – Fr Neil Muir	Apologies from Father Neil, Sarah opened with a prayer.	
2. Previous Minutes – 14th June, 2017	<p>Minutes received and approved by President, Secretary and Committee members.</p> <p>Outstanding Actions:</p> <p>(1) Performance Shirts – Sourcing dress shirts for children and meeting our brief is proving very difficult. Again the P&F agreed not to support Polo Shirts. The P&F agreed that trying to find "One" performance shirt to suit all uses for 80 children is where the problem lies. As it is apparent that we cannot move forward with the current proposal the P&F would like Christina to consider proposing smaller budgets for each group separately. ACTION: Mel to liaise with CW regarding different dress options for band / choir / liturgy.</p> <p>(2) Ashlyn's Holy Cross Bags Campaign – A commemorative bag to be presented as a gift to each family at the 30th Anniversary Celebration. The School has committed \$1600. The P&F committed \$500 at the June Meeting but has since 'Executively Approved' an additional \$500 so that an order can be placed to have the bags supplied in time for the event.</p> <p>ACTION: Ashlyn and Tony to order 450 bags, arrange logo and slogan, Marg Judd to alert media & TV etc. about the initiative.</p> <p>(3) Fridge for Library: Approval for Purchase already Minuted (\$300 in May) ACTION: Mel and Hayley to purchase.</p>	
3. Treasurers Report – Hayley Hope	<p>Current balance \$47,244 at end of May less committed expenditure.</p> <p>Tracking Spreadsheet has been established (Hayley Hope –Treasurer). Carolyn Mealing provided the School Finance Report for perusal. Formal recognition of Hayley and Mel's commitment to working with Carolyn during this transition period. Thank you from Principal.</p> <p>Lost Receipts: Rachel Bowe moved motion for Desiree Gebler to be repaid costs from movie night. Seconded by Mel. Approved by all present. Des to complete statutory declaration to be provided to School finance officer.</p> <p>ACTION: HH to include the committed / allocated funds onto her spreadsheet to be confirmed at each meeting.</p>	
4. Agenda Items	<p>ADAM SCHMALZ - GRANTS UPDATE</p> <p>Application for Junior Landcare Grant of \$1000 has been submitted, summary of content provided. Unanimous approval and thanks to Adam for being proactive.</p> <p>Gambling Community benefit fund – application due August. Up to \$35000 available. Sarah proposed application re supplying power to the shed to be used for the purpose of a Men's Shed – including the wider community. Other possibility raised is to use money toward bike education.</p> <p>Other Grants being considered pending eligibility: Cairns Hardware Community Chest (\$500 - \$1000) Horizons (up to \$20 000)</p> <p>ACTION: Adam to commence application process. The Bowes to assist with estimations of the actual cost for getting power to the sheds. Jim to assist in selecting and pricing of tools etc. if an option. Feedback at next meeting.</p> <p>BELINDA PATMORE – TUCKSHOP UPDATE</p> <p>Still operating at a slight loss. New menu submitted but not yet circulated reflecting modest price increase on amber items as agreed at</p>	

	<p>last meeting. Sushi is now being sourced externally. Keen for volunteers to assist with baking etc. for tuckshop.</p> <p>Tuckshop menu boards: Belinda looking to use/decorate blackboards.</p> <p>ACTION: Mel to add Baking for Tuckshop to the 'Just One Thing' form.</p> <p>BRAD HENRY – GRAND PARADE FLOAT UPDATE:</p> <p>Brad is concerned that there is a lot of crafting to be done in order to achieve the desired effect for our parade float idea and would like the P&F to help spread the word with regard to helpers for the night. Staff co-ordinating – Coralie Stefanovic and Jo Burnett</p> <p>Summary of theme, rules re vehicles and space allowed and student involvement provided.</p> <p>Allowed to use generator if quiet – Rachel Bowe offered use of theirs. MEL : offered use of Trailer,</p> <p>The first workshop will be held on Friday 28th July 4:30 to 8:30 pm in stage area. Donations of materials greatly appreciated.</p> <p>ACTION: Mel to advertise workshop on the P&F Facebook page</p> <p>MEL / GISELE – GRADUATION / JUNIOR FORMAL Held over - to be discussed at a later meeting.</p> <p>BRAD HENRY – PARENT PORTAL</p> <p>Brad Henry will be distributing a weekly letter listing new school information that has been uploaded to the parent portal.</p> <p>Access from mobiles will be upgraded before the end of the year. P&F encouraged to use the portal for communication.</p> <p>FEEDBACK FROM SPORTS CARNIVAL – Fri 16th June</p> <p>Very well organised, Announcing of races missed, Tuckshop lunches not to be sent out to house with captains, too difficult to control. Recommend collection from tuckshop. P&F sausage sizzle and selling of drinks and tuckshop over the counter items much appreciated by those present. To be offered at future sports days.</p> <p>FEEDBACK FROM STARRY NIGHT CINEMA</p> <p>A whopping \$2,792.76 raised. Great feedback from families. Will definitely hold this event again next year.</p>
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5.	FINANCIALS / ALLOCATION OF P&F FUNDS VOTING:		NOMINATED BY / SECONDED BY
	Bed time Story Time	100	Suzie Dobson / Sarah Hamilton
	Christmas Fair Raffle Ticket Printing	900	Rachel Bowes / Suzie Dobson
	Cairns Festival Grand Parade Float - lighting	500	Mel Emmerick / Suzie Dobson
	Sundry items (Nibbles for P&F Meeting)	30	Jim Bahceci / Rachel Bowes
	Commemorative Bags – Additional \$500	1000	EXECUTIVELY APPROVED
	TOTAL	\$2530	<u>ALL MOTIONS PASSED</u>

6.	SUB-COMMITTEES & DATE CLAIMERS:
	<p>HC PARENT ENGAGEMENT DAY – Sat July 29th – Paradise Palms</p> <p>Sarah and Jacinta working to bring this event together, Details being finalised, then will be distributed to the Holy Cross community.</p> <p>BEDTIME STORY TIME – Weds 9th AUG (Book Week) School Library</p> <p>P&F to set up a small refreshments stall for kids from 5.30 onwards Milo and cookies. Belinda Patmore has offered to purchase items through the Tuckshop. The general P&F meeting will follow at 7pm.</p> <p>CAIRNS FESTIVAL GRAND PARADE (School Carnival Float) - Sat Aug 26th – Cairns City & Esplanade</p> <p>A joint sub-committee has been formed (Teachers & P&F) with BRAD Henry as lead organiser. Jo Burnett and Ali Stefanovic will hold the first workshop on Friday 28th July 4:30pm to 8:30 pm in stage area and would like members of the P&F to be involved in this.</p> <p>Brad has distributed letters home to parents with information showing what is required. Donations urgently required.</p> <p>30th ANNIVERSARY BUSH DANCE - Sat Sept 9th - Holy Cross School</p> <p>Sarah is the lead organiser for this event. More details to follow.</p> <p>FATHER'S DAY STALL / FATHER'S DAY BREAKFAST - 31st Aug /Fri 1 Sep – Multi Purpose Area</p> <p>To be discussed at a future General Committee Meeting.</p> <p>CHRISTMAS FAIR – Sat 18th Nov – Holy Cross School</p> <p>Next subcommittee meeting to be held on Sunday 16th July at AJ Hackett's 12.30 – 2.00pm, kids welcome.</p> <ul style="list-style-type: none"> - Change in fair rides/provider, rides to be sponsored - Hayley and Marnie handling sponsorship - letter being created - Mel to chair Fair meetings and facilitate effective communication - Focus on Christmas theme and Ye' Olde school themes/attractions <p>YEAR 6 GRADUATION (TERM 4) - Weds Nov 29th To be discussed at a future General Committee Meeting.</p>

Meeting closed:	8.30pm – (A zippy 2 hrs Yippee)
Next Meeting:	Wednesday 9 th August - 6.30pm
Xmas Fair Sub Committee	Sun 16 th July 2017 – A J Hackett's 12.30 – 2.00pm
Future Meeting Dates:	<p>Weds 13th Sept, Weds 11th Oct, Weds 8th Nov (Last official P&F of the year).</p> <p>Sat 2nd Dec – End of Year P&F Bash? (TBC)</p>