



# Holy Cross School Parents and Friends Association MINUTES



<b>Date:</b>	<b>Wednesday, 13 Sept 2017</b>	Term 1: 23 Jan – 31 Mar
<b>Time:</b>	6.30pm	Term 2: 18 Apr – 23 Jun
<b>Venue:</b>	Holy Cross Staff Room	Term 3: 10 Jul – 15 Sep
		Term 4: 03 Oct – 01 Dec
<b>Executive:</b>	Mel Emmerick (President / Chair) Hayley Hope (Treasurer) Jim Bahceci (Vice President) Susie Dobson (Secretary) Adam Schmalz (Grants)	
<b>Ex-Officio:</b>	Sarah Hamilton – Principal. Fr. Neil Muir – Parish Priest	
<b>P&amp;F Committee:</b>	Suzie & Joe Dobson, Christina Wight, Anita Grossetti, Jacinta Roberts, Ayton Russell	
<b>Apologies:</b>	Rachel Bowe, Adam Schmalz, Kym Jackson, Belinda Patmore, Marnie Gabbert,	

Agenda Item:	DESCRIPTION:	ACTION
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1.	Parish Priest’s Report – Fr Neil Muir	ACTION
	Opening prayer. Outline of Bishop's visit, mass and events for Holy Cross Day tomorrow. Celebration of 30 years. Reconciliations completed – praise for BBQ following. Feb 21 <sup>st</sup> AGM – Parish Finance Council	
2.	PREVIOUS MINUTES – 9 <sup>th</sup> Aug 2017	ACTION
	Minutes received and approved by President, Secretary and Committee members. <b>Outstanding Actions:</b> <b>(1) Performance Shirts</b>  <b>(2) Water Coolers:</b> New water coolers replaced?  <b>(3) Secretary – No nominees</b> - Susie to officially stand in to replace Damian Martyn Blakey.  <b>(4) Tony Sheehan</b> - Certificate of Appreciation  <b>5) Damian Martyn Blakey:</b> Certificate of Appreciation	No feedback from concept design distributed – To be held over until next year.  Water bubblers at end of year 2 rooms are now chilled. ? All water bubblers to be refrigerated – to be discussed next year.  Unable to attend tonight's meeting – carried over to next meeting. Not in attendance – Mel to deliver/send.
3.	TREASURERS REPORT – Hayley Hope	ACTION
	Current balance \$42 986.97 Commitments \$11,547 Balance after Commitments - \$31,439.97 Budget Vs Actual Report detailing invoices received and paid for the period 1/8/2017 to 31/8/2017 submitted and attached.	Treasurer's report received and approved by President, Secretary and Committee members.
4.	FINANCIALS / ALLOCATION OF P&F FUNDS VOTING	NOMINATED BY / SECONDED BY
	Xmas Fair Petty Cash Float \$2500 Fair consumables (Tickets / Raffle Books) – Mel \$200 Stall Consumables – Per stall \$50 ATM Machine \$100 Santa Costume/other costumes and Décor \$250 BBQ stall (Food, consumables and equipment hire) \$1800	Hayley Hope/ Susie Dobson

	<div>Rides and Attractions (Pending Sponsorship)</div> <table><tr><td>Dodgem Cars</td><td>\$6,600</td></tr><tr><td>Ripper Dipper Giant Slide</td><td>\$3,938</td></tr><tr><td>Spinning Cups</td><td>\$1,986</td></tr><tr><td>Jim's inflatables x2</td><td>\$1,050</td></tr><tr><td>Adrenaline Rush</td><td>\$600</td></tr><tr><td>Quad bikes pending suitable location</td><td>\$500</td></tr><tr><td>Crazy Golf</td><td>\$300</td></tr><tr><td>Fun-e Farm Petting Zoo</td><td>\$450</td></tr><tr><td>Lucky Dip (prizes, bags)</td><td>\$250</td></tr><tr><td>Fair Wares – Sno cone, Fairy Floss &amp; Popcorn</td><td>\$100</td></tr><tr><td>Spring Rolls (ingredients, sauce, bags, ramikins)</td><td>\$350</td></tr><tr><td>Cold room Hire</td><td>\$300</td></tr><tr><td>Side Show Alley (prizes and materials for games)</td><td>\$200</td></tr><tr><td>Confectionery stall</td><td>\$200</td></tr><tr><td>Soft drink</td><td>\$400</td></tr><tr><td>Hairspray and glitter tattoos</td><td>\$200</td></tr><tr><td>Fireworks</td><td>\$2000</td></tr><tr><td>Maxstocks (sauce /mayo)</td><td>\$106.70</td></tr><tr><td>Belinda Patmore – Deli Goods for P&amp;F meeting</td><td>\$13.60</td></tr><tr><td>Wine for P&amp;F meetings</td><td>\$50</td></tr></table> <div>TOTAL\$24,494.00</div>	Dodgem Cars	\$6,600	Ripper Dipper Giant Slide	\$3,938	Spinning Cups	\$1,986	Jim's inflatables x2	\$1,050	Adrenaline Rush	\$600	Quad bikes pending suitable location	\$500	Crazy Golf	\$300	Fun-e Farm Petting Zoo	\$450	Lucky Dip (prizes, bags)	\$250	Fair Wares – Sno cone, Fairy Floss & Popcorn	\$100	Spring Rolls (ingredients, sauce, bags, ramikins)	\$350	Cold room Hire	\$300	Side Show Alley (prizes and materials for games)	\$200	Confectionery stall	\$200	Soft drink	\$400	Hairspray and glitter tattoos	\$200	Fireworks	\$2000	Maxstocks (sauce /mayo)	\$106.70	Belinda Patmore – Deli Goods for P&F meeting	\$13.60	Wine for P&F meetings	\$50	ALL MOTIONS PASSED
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5.	AGENDA ITEMS / NEW BUSINESS	ACTION																																								
	<div>ADAM SCHMALZ – GRANTS UPDATE:</div> <div>Sarah Hamilton - TUCKSHOP UPDATE:</div> <div>Inherited Debt.</div> <div>\$16000 debt accrued in previous years – explanation re options re budgeting for repayment.</div> <div>Appeared to coincide with cease of support from P&amp;F for extra tuckshop costs (maintenance and replacement of equipment etc.)</div> <div>Discussion that P&amp;F were of the impression tuckshop was now the school's responsibility. Debt possibly accumulated in transition from P&amp;F to school being responsible for tuckshop wages and costs as well as extra wages through work cover claim.</div> <div>Request that money not be taken from P&amp;F account until after the fair.</div> <div>Car Park Advertising: Putting up &amp; Taking down of signs.- Hayley Hope.</div> <div>Payment has come through for two new signs.</div> <div>Businesses of two signs to be renewed proving difficult to contact.</div> <div>Fair Sub-Committee Update: Only 2 P&amp;F meetings left before FAIR DAY – Schedule Fair Meeting dates. 9 weeks and counting!</div>	<div>Carried over to next meeting.</div> <div>Consensus that everyone happy for debt to be re-paid through whichever allocation Sarah deems best for the school.</div> <div>Signs that have reached the end of their contract are to be taken down until renewal confirmed.</div> <div>Joe Dobson to assist in contacting Cooper Norman.</div>																																								
6.	SUB-COMMITTEES & DATE CLAIMERS:	ACTION																																								
	<div>CHRISTMAS FAIR – Sat 18<sup>th</sup> Nov – Holy Cross School</div> <div>Jim Bacheci report re fireworks – Very generous deal through Explosive Art – to be acknowledged with sponsorship.</div> <div>Location – possible to locate at end of oval. Gravel section of car park will have to be included in exclusion zone (45 metre radius).</div> <div>Action: Ayrton Russell to see if any possibility Smithfield High School might be interested in either raising money or receiving Scholarship money (as for previous years) through car parking on one of their ovals.</div> <div>Anita Grosetti confirmed St Andrews hospitality students have committed to assisting with curries.</div> <div>Action: Anita to report costs for approval at future meeting.</div> <div>Discussion re soft drinks sold from tuckshop – agreement to only sell from drinks stall located nearby to assist smooth running of service from tuckshop.</div> <div>Auctioneer has been contacted and agreed services on the night. Thank you Sarah and Cameron (?)!</div>																																									

	<b>YEAR 6 GRADUATION (TERM 4) - Weds Nov 29<sup>th</sup></b> - To be discussed at next meeting.	
<b>7.</b>	<b>FEEDBACK FROM PAST EVENTS:</b>	
	<p>Not discussed at this meeting due to prioritisation of Fair discussion.</p> <p>Feedback for all items to be acknowledged and discussed at a future meeting.</p> <p><b>CAIRNS FESTIVAL GRAND PARADE (School Carnival Float) - Sat Aug 26<sup>th</sup> – Cairns City &amp; Esplanade</b></p> <p><b>30th Anniversary Bush Dance - Sat Sept 9<sup>th</sup> - Holy Cross School</b></p> <p><b>Father's Day Stall - Thurs 31<sup>st</sup> Aug – Multi Purpose Area</b>  Written feedback from Kymberlee Jackson re the Father's Day Stall included: Thanks to Macarla Debel for helping me set up, pack up and run the stall on both Tuesday and Thursday. Also, thanks to Macarla's daughter Maddie who helped out on raffle tickets.</p> <p><b>Father's Day Breakfast - Fri 1 Sep – Multi Purpose Area</b></p>	
<b>8.</b>	<b>ITEMS / TOPICS HELD OVER:</b>	
	Performance Shirts – Start of 2018 Sum Dog Licence – Start of 2018 Community Road Safety Grant Application – Cycle safety 2018 Quiz/Trivia night – Term 1 Well Being Group – Postponed until further notice	
<b>9.</b>	<b>ANY OTHER BUSINESS:</b>	

<b>Meeting closed:</b>	8:45pm
<b>Next Meeting:</b>	Weds 11 <sup>th</sup> October - 6.30pm
<b>Future Meeting Dates:</b>	Weds 8 <sup>th</sup> Nov ( <i>Last official P&amp;F of the year.</i> ) Sat 2 <sup>nd</sup> Dec – End of Year P&F Bash? (TBC)

<b>Fair Meetings – subcommittee attendees:</b>			
Sunday 18 June	14.00 - 16.00	Bluewater	✓
Sunday 16 July	12.30 - 14.30	AJ Hacketts	✓
Sunday 30 July	15.00 - 17.00	Mels House	✓
Sunday 20 Aug	10.00 - 12.00	Tuck shop	✓
Friday 8 sept	19.00 - 21.00	Kewarra Bch	✓
Sunday 1 Oct	10.00 - 12.00	Tuck shop	
Sunday 8 Oct	10.00 - 12.00	Mel's house	
Sunday 13 Oct	10.00 - 12.00	Leannes house	
Sunday 22 Oct	10.00 - 12.00	Susie's house	
Sunday 29 Oct	10.00 - 12.00	Hayleys House	
Sunday 5 Nov	10.00 - 12.00	Rachs House	
Sunday 12 Nov	10.00 - 12.00	Tuck shop	