



# Holy Cross School Parents and Friends Association MINUTES



<b>Date:</b>	<b>Wednesday, 8<sup>th</sup> Nov, 2017</b>	Term 1: 23 Jan – 31 Mar
<b>Time:</b>	6.30pm	Term 2: 18 Apr – 23 Jun
<b>Venue:</b>	Holy Cross Library	Term 3: 10 Jul – 15 Sep
		Term 4: 03 Oct – 01 Dec
<b>Executive:</b>	Mel Emmerick (President / Chair), Jim Bahceci (Vice President), Hayley Hope (Treasurer) Susie Dobson (secretary)	
<b>Ex-Officio:</b>	Sarah Hamilton – Principal, Father Neil Muir, Jacinta Roberts (APRE)	
<b>P&amp;F Committee:</b>	Rachel Bowe, Kymberlee Jackson, Anita Grosetti	
<b>Apologies:</b>	Leanne Woodley, Joe Dobson	

Agenda Item:	DESCRIPTION:	ACTION
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1.	Parish Priest's Report – Fr Neil Muir	ACTION
	<p>Opening prayer – Fr Neil Muir</p> <p>Report – Bonner Centre to be renovated over the school holidays. OSHC to be run using the school facilities.</p> <p>Car park – still chasing commissioned survey report.</p> <p>Bus zones/traffic issues HCS and Smithfield High – city council involved. Reid Rd looking into Bus stop opposite stop/drop and go and devoted turning lane for school traffic.</p> <p>O'Brien Rd – footpath and re-fencing likely.</p> <p>15<sup>th</sup> Dec –National sexual abuse commission findings will be reported.</p> <p>Bishop very impressed with school when visiting for Holy Cross Day.</p> <p>Time and efforts of P&amp;F over the year very much appreciated.</p>	
2.	PREVIOUS MINUTES –	ACTION
	<p>Minutes meeting 11<sup>th</sup> Oct received and approved.</p> <p><b>Outstanding Actions:</b></p> <p><b>Enquiry re Use of Smithfield High School oval for car parking.</b> Ayrton Russell. - Smithfield have indicated request preferably made by Principal</p>	<p>Moved – Hayley Hope Seconded – Jim Bahceci</p> <p>Sarah to liaise with Smithfield High School</p>
3.	TREASURERS REPORT – Hayley Hope	ACTION
	<p>Current balance \$41 146.98 Commitments \$26 398.11 Balance after Commitments \$14 748.87 Budget Vs Actual Report detailing invoices received and paid for the period <b>1/10/2017 to 31/10/2017</b> submitted and attached.</p> <p>Discussion re correct procedure for P&amp;F finances with new system.</p>	<p>Treasurer's report received and approved. Moved – Jim Bahceci Seconded – Kymberlee Jackson</p> <p>All invoices to be paid are to be given to Hayley to confirm have been approved and minuted and forward on to School Accounts Officer for payment. - Closed</p>

4.	FINANCIALS / ALLOCATION OF P&F FUNDS VOTING	NOMINATED BY / SECONDED BY
	<p>Crispe Cremes – 100 boxes (a dozen per box)</p> <p style="text-align: right;">1 890</p> <p style="text-align: right;"><b>TOTAL                    \$                    1 890</b></p>	<p style="text-align: center;"><b>Hayley / Mel</b></p> <p style="text-align: center;"><b>ALL MOTIONS PASSED</b></p>
5.	AGENDA ITEMS / NEW BUSINESS	ACTION
	<p><b>Grants Update</b> (Adam Schmalz):</p> <p><b>Tuckshop Update</b> (Belinda Patmore):</p> <p><b>Fair Sub-Committee Update:</b></p> <ul style="list-style-type: none"> <li>• Discussion re need to inform community of changes to parking.</li> <li>• Discussion re low number of raffle books returned so far. <ul style="list-style-type: none"> <li>- ? lost momentum handing out before holidays</li> <li>- ? communication with parents needing to be addressed</li> </ul> </li> <li>• Discussion re volunteer sign ups General consensus that sign-up –genius a good move.</li> </ul> <p style="text-align: center;">Thank you to P&amp;F and especially Fair Committee for time and effort</p>	<p>Carried over to next meeting. Carried over to next meeting.</p> <p>To be mentioned in final fair information e-mail.</p> <p>To be included in final fair information e-mail. Staff requested to encourage class to return raffle books – e-mail sent by Sarah. Susie to provide class update and paper notes for those who haven't returned initial ticket books.</p> <p>Sign up link to be sent to staff also. To be mentioned in final fair information e-mail.</p>
6.	SUB-COMMITTEES & DATE CLAIMERS:	ACTION
	<p><b>CHRISTMAS FAIR – Sat 18<sup>th</sup> Nov – Holy Cross School</b></p> <p><b>YEAR 6 GRADUATION (TERM 4) - Weds Nov 29<sup>th</sup></b></p>	
7.	FEEDBACK FROM PAST EVENTS:	
	<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></p> <p><b>Father's Day Breakfast - Fri 1 Sep – Multi Purpose Area</b></p>	
8.	ITEMS / TOPICS HELD OVER:	
	<p>Sum Dog Licence – Start of 2018</p> <p>Community Road Safety Grant Application – Cycle safety 2018</p> <p>Quiz/Trivia night – Term 1</p> <p>Well Being Group – Postponed until further notice</p> <p>Performance uniform – start of 2018</p>	

9.	ANY OTHER BUSINESS:	
	<p>Thank you to Kymberlee Jackson for years of P&amp;F service and in particular the mother's day and father's day stall in recent years.</p> <p>Whole School engagement evening 6<sup>th</sup> February 5pm – 7pm. Students to show parents classroom/meet teachers. Sausage sizzle etc.</p> <p>End of year P&amp;F wrap up party. 12 pm start at Crocodile Slide/Grand Chancellor Palm Cove Saturday 2<sup>nd</sup> Dec.</p>	

<p><b>Meeting closed:</b></p> <p><b>Next Meeting:</b></p> <p><b>Future Meeting Dates:</b></p>	<p>8:30pm</p> <p>February 2018</p> <p>Sat 2<sup>nd</sup> Dec End of year wrap up party</p>
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