

MEETING MINUTES

SFX Parents' Association – February 2021



Date / Time:	Tue 9 February 2021 - 7pm
Location:	SFX Staff Room
Attendees:	Kate Harford, Lisa van Campfort, Zoe Hamilton, Philip Cachia, Patrizia Rinaldo, Natalie Nolan, Dee Eagan, Deana Wheeland, Liz Blair, Ben McDonald
Apologies:	Mia Jones, Jane Fraser, Claire White, Peter Fiasco-Jones, Amanda Kalazac, Eloise LoPresti

Item	Key discussion points and actions
1	Welcome
2	Reflection n/a
3	Attendance and apologies As above
4	Review and confirm minutes from the previous meeting Minutes confirmed
5	<p>Reports:</p> <ul style="list-style-type: none">• President (Kate as VP)• Treasurer (Peter)• School Advisory Council <p><u>Vice President (Kate Harford)</u> A big thank you to Peter (outgoing Treasurer) and Lisa (outgoing Secretary) for all their work in these roles over the past 2 years.</p> <p>It was noted that the incoming treasurer will need to do the standard 100 pt ID check for banking purposes.</p> <p>Graduation bears – need to confirm if there are any outstanding expenses relating to purchase of bears</p> <p>Action: Lisa to check with Peter re: expense payment for bears</p> <p>Trybooking – funds from Graduation Bears need to be transferred to the school bank account</p> <p>Action: Lisa to update Trybooking account with current SFX CDF bank account and then arrange transfer</p> <p>PA yet to transfer \$30k to school account for computers</p> <p>Action: Peter to arrange transfer ASAP</p> <p><u>Treasurer (Peter Fiasco)</u> No report tabled.</p> <p><u>SAC (Zoe Hamilton)</u> No report, SAC yet to meet in 2021.</p>

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6 Executive nominations for 2021 (to be ratified at March AGM)	<p>Kate has nominated for President</p> <p>Action: All PA members to seek interest from other parents for VP, Treasurer and Secretary roles.</p>
<p>8 Event planning:</p> <ul style="list-style-type: none"> • Pancake Day • Welcome picnic • 2021 Welcome BBQ • Barefoot Bowls • Raffles • Other 	<p><u>Pancake Day</u></p> <p>Action: Parents to advise of any food intolerances Action: Phil to check with Madeline re: tuckshop access Action: Dee and Liz to help with prep</p> <p><u>Welcome picnic</u> PA to provide sausages, bread, opinions, veggie burgers, soft drinks and water Prices as per Bunnings BBQ's 2 jumping castles Will look into option of fairy floss</p> <p>Phillip suggested having some sausages precooked (store in foil lined esky) so that they are ready to sell at the start of the event</p> <p>All volunteers will need WWCC</p> <p>Action: Need to locate BBQ's – check with Martin Griffiths Action: Natalie to arrange cleaning of BBQ's and filling of gas bottles Action: Natalie to coordinate pre- and post-event Facebook posts Action: Lisa to organise 8 bags of ice Action: Kate to check under church for containers Action: Liz to arrange and precook onions</p> <p><u>Prep Parents' welcome flyer</u> Natalie has arranged – looks great!</p> <p><u>Barefoot Bowls</u> HT PA interested in holding this as a combined event but want to wait until term 2 given uncertainty around COVID restrictions</p> <p>PA decided to proceed with running the event in term 1 as an SFX only event, and will look to also do a combined event later in the year</p> <p>Ben confirmed booking with Monty Bowls Club for Fri 19th March</p> <p><u>Raffles</u> Raffles are very popular and good fund raisers, but can be a huge amount of work to organise</p>

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	<p>Usually hold raffles at Easter, Mothers' Day, Fathers' Day, could potentially also run one at Christmas</p> <p>Given the small size of the core PA, Kate proposed that this responsibility for arranging the various raffles be given to different year levels, to share out the work load.</p> <p>Action: Deana to take on the role of Raffle Coordinator and will oversee class reps who are to take the lead in arranging the raffles</p> <p><u>School triathlon (new event)</u> To be held in term 3 Will run for 1 hr Parents can attend and sponsor Can raise a lot of money Sports teacher to coordinate</p> <p>Mothers Day Action: Natalie to coordinate the stall Action: Liz to coordinate the breakfast</p>
9	<p>2021 events schedule</p> <ul style="list-style-type: none"> Discussion and planning <p>See above</p>
10	<p>Other business:</p> <ul style="list-style-type: none"> 2021 class parent reps and distribution lists <p>Some classes now have reps, others still vacant.</p> <p>Action: Philip to put out a call for reps in school newsletter.</p>
11	<p>Correspondence IN / OUT</p> <p>None</p>
12	<p>Next meeting – date and time</p> <p>Tue 2 March</p> <p>Tuesday 3rd March</p>