

Date/Time of Meeting: 12th November 2019, 7pm

Location: St Agnes School Library

Attendees: Julie Kluck, Gareth Greenwood, Shane Boyce, Andrew Lankowski, Bernadette Judd, Liam Beatty, Joel Zagami, Keira Sommerfeld, Katie Nohr, Moira Roomsle-Cocq, Georgie Thomson, Elliott Murray, Nelle Griffin, Amy Welsh, Michael Gleeson, Rachelle French, Matthew Lechte, Katie Poli, Katrina Ryan

Guests: Cr Joe Kelly, Cr Krista Adams

Apologies: Nil

1. Meeting Open & Welcome

Meeting opened at 7.03pm by P&F President, Julie Kluck.

2. Opening Prayer

Opening Prayer led by Liam Beatty.

3. Previous Minutes

3.1 Minutes Ratified

Motion moved (by Gareth Greenwood, seconded by Andrew Lankowski) to ratify minutes from previous meeting; **vote passed**.

4. Principal's Report

Full Principal's report will be available within the Parent Portal once provided.

Sports House naming discussion (Liam):

- Options: Rosenskjar, MacKillop, Tenison/Woods, Joseph, Penola.
- Each house would still be associated to colours. Could have animal associated with each one also (to use as a Mascot).
- Hoping to make decision by end of the year, potentially (if ready) announce it at final assembly and start in new Houses in 2020.

5. Treasurer's Report

See below for Treasurer's report.

6. Secretary's Correspondence

No external correspondence.

7. Committee Updates

7.1 Mini Mudder (Katrina Ryan)

- *Full Mini Mudder report will be included once provided.*

- Feedback for next time: a lot of children didn't stay down to watch the parents/volunteers run the race; need some better communication with teachers to ensure the kids get opportunity to stay & watch.

7.2 Uniform Shop (Nelle Griffin)

- Prep Orientation Day - \$12,000 of sales on the day
 - Many thanks to help on the day from Lisa Gorry, Carla Troon, Bec Gyetvay, Sarah Pope, Susan White.
- Stock orders - re-order of stock has been placed with delivery anticipated prior to end of Term 4
- Uniform Shop will be open Wednesday 13/11/19, 6pm-8pm and every Monday 8.15am - 8.45am for the remainder of Term 4. Times for January openings to be advised.
- On leaving the role of Uniform Shop Convenor, it is my pleasure and honour to have helped the school in this role and I wish to thank the St Agnes families for supporting me.

7.3 Book Club (Katie Poli)

- Final Catalog being run.

7.4 Tuckshop (Julie Kluck)

Menu – summer

- Tuckshop will run a fried Rice special to celebrate the Chinese immersion program with the school.

QKR FOR SCHOOLS

- Tuckshop will be moving to QKR for Schools ordering system to Qkr in 2020. Qkr for Schools app will replace School24 and be used for ordering tuckshop, uniforms and for events.
- Account Balances - As we will be closing down School24 at the end of this year we ask that you use up your account balance this term, funds cannot be refunded or transferred to Qkr.
- Please do not Top Up Your Accounts via Credit Card or deposit money into the tuckshop account.

Sales

- Tuckshop operates as a service to the parents, however did see a small loss this year, this is mainly due to some stock loss due to equipment failure and a high price increase in fresh produce due to the severe drought. I will review the menu prices for next terms menu and will continue to keep them a low as possible.

Position

- We welcome Christine Papas to the role of tuckshop convenor in 2020. I will stay on for the first 3 weeks of term 1 to help Christine take up the role.

Volunteers

- I have started sending out requests for help to start rosters for 2020.

7.5 Grants (Matthew Lechte)

- Approval for Mini Mudder grant: \$1060.40
- Gambling grant due back in next couple weeks.

- Sunsafe one for next year (shade sail) - up to \$5k for shade structure, main criteria based on sun safe school policy. School has sun safe statement, but not full policy, skipping this year and will apply for (bigger) grant next year.

7.6 Fete Update (Julie Kluck)

- Posters/signage done.
- Toy drive started (going well) - will go to week 8 Term 4, will start again Term1 with all second-hand items
 - Working bee after drop-off until 11 - Tuesdays (need more helpers!)
 - Will look to add before pickup working bee time slot too.
- Rides deposit paid.
- All but two stalls filled.

8. Other Business

8.1 Funding Request (Shade Sail etc.)

- Originally quoted ~\$10k just for shade sail, more recent quote came in at ~\$5k
- Also need some extra seating etc.,
- \$10,810 should cover seating/shade sail.
- Concrete stepped area, mulberry trees not providing the shade cover originally intended. Would like to duplicate the deck/bench area near prep space. Take out bottom 3 steps/blocks, take out end gate and put in panelling (similar to red panels around adventure playground). Need to keep the pathway/rail in place.
- **Motion raised** (by Julie Kluck, seconded by Andrew Lankowski) to provide \$10,800 from P&F towards work in this area; **Vote passed**.

8.2 Christmas Carols

- BBQ will be run by Yr. 5 students this year, (to raise funds for camp)
- Same setup as last year: come have dinner before Carols start.

8.3 Bunnings BBQ

- Offset loss of fundraising from Carols BBQ
- Raised \$1327.
- Was mentioned at Bunnings briefing that organisations can also run raffles or cake stall etc.
- St Agnes signage & aprons looked great.

9. Community Update (Cr. Krista Adams, Cr. Joe Kelly)

- See attached Councillor reports.
- Cr Adams:
 - SAMs do collect data (2 cameras), very high speeds may trigger data to be sent to police. Stats are taken & kept, photos only (no number plates).

10. Next Meeting

The next St Agnes P&F meeting is scheduled for **2020**.

Meeting Closed 8.08pm

11. Attachments/Reports

11.1 Treasurer's Report

Profit and Loss

St Agnes Parents and Friends Association
For the month ended 31 October 2019

OCT 2019

Trading Income

SERVICES	
UNIFORM SHOP	
Services Income - Uniform Shop Income	891
Service Expense - Uniform Shop Supplies	(5,320)
Service Expense - Uniform Shop Bank Charges	(61)
Total UNIFORM SHOP	(4,490)
TUCKSHOP	
Services Income - Tuckshop Income	188
Service Expense - Tuckshop Convenor Wages	(919)
Total TUCKSHOP	(731)
Total SERVICES	(5,221)
EVENTS	
MINI MUDDER	11,970
MOTHER DAY HIGH TEA	500
Total EVENTS	12,470
FUNDRAISING/ COMMUNITY	
Fundraising - Envirobank	11
Fundraising - Entertainment Books	448
Total FUNDRAISING/ COMMUNITY	459
Total Trading Income	7,708
Gross Profit	7,708
Net Profit	7,708

Statement of Cash Flows

St Agnes Parents and Friends Association
For the month ended 31 October 2019

OCT 2019

Operating Activities	
Receipts from customers	14,007.90
Payments to suppliers and employees	(6,299.67)
Net Cash Flows from Operating Activities	7,708.23
Net Cash Flows	7,708.23
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	69,756.68
Cash and cash equivalents at end of period	77,464.91
Net change in cash for period	7,708.23

Significant Movements

- | | |
|--------------------------|--------------------------------|
| 1. Mini Mudder | +\$11,970 |
| 2. Uniform Shop Supplies | - \$5,320 (top-up of supplies) |

Upcoming Significant Movements (November)

- | | |
|--------------------------|--|
| 1. Tuckshop | +\$7,736 (T3 Sales) |
| 2. Trivia Night | +2,389 (School 24 Sales) |
| 3. Uniform Shop Supplies | - \$14,948 (top-up of supplies ahead of new school year) |
| 4. Uniform Shop Income | +\$11,851 (Sales associated with Prep orientation day) |
| 5. Bunnings BBQ | ? aiming for +\$1,500 |

Forecast cash balance of +\$80k as at 30 November.