

P&F Meeting	Date	20 August 2012
	Time	7:30 – 8:30pm
	Location	Old after school room
	Mtg Nbr	7/12
Attendees: Philip Cachia, Brenda Hughes, Mick Carrick, Maria Sallese,		Apologies: Ross Weber

Draft Minutes of Meeting 20 August 2012	
1.	<p>Minutes</p> <p>Minutes approved for previous meeting held over.</p>
2.	<p>Treasurer's report</p> <p>Presented by Philip, seconded and approved</p> <p>Accounts show balance of \$21 364.86 with funds so far generated from 2012 activities of \$10,319.11</p>
3.	<p>Brenda:</p> <p>Confirmed that Arts Show will proceed on 1 November 2012 in School Centenary Hall. Phillip confirmed dimensions as 190 square metres (10 by 9 metres)</p> <p>Mick to proceed to secure alcohol licence.</p> <p>Brenda also confirmed Kids School Disco will proceed on 7 September in teh parrish Hall with Cordial and Pizza slices for the kids. Time 6.30pm to 8.30pm. \$10 per child, \$15 per family.</p> <p>Volunteers to be sought for door and supervision.</p>
4.	<p>Fund Raising for 2012</p> <p>MARS chocholates – orders close on 19 September 2013</p> <p>Icy Poles – John Patterson changing jobs and can no longer buy the and stock the Icy poles and pop corn for the tuck shop.</p> <p>Catherine Bennett will be taking over this role. The P&F Committee wishes to express its sincere thanks to John for his long contribution to this fundraising activity.</p> <p>Possible other Fund raising Ideas</p> <ul style="list-style-type: none"> • Penny's ideas for Class/school specific Tea Towels and carry bags will be considered in September. • The Arts show

	<ul style="list-style-type: none"> • Master class 19 October in Parish Hall. • Nerida Conway to host and one of Hellenic Republic's chefs to take the Master Class. People are to pay on a per head basis. There will be a sit down three course dinner, raffle and other fund raisers. Four tables of 10 people are allocated at this stage and the dinner will be staffed rather than manned by volunteers 	
5.	<p>P&F Committee elections</p> <p>Brenda:</p> <p>Confirmed change of starting time to 7pm for September meeting and confirmed that the elections for P&F office holders to take place at September meeting.</p> <p>New manual would be prepared (Paper and CD) which outlines tasks, roles and contacts for P&F activities. Relevant P&F Committee members to provide summaries of their respective roles.</p>	
6.	<p>Remaining Meeting Dates for P&F Committee for 2012</p> <p>Meetings to be held in the old after school room (at the front of the administration block facing the car park) on the following Monday evenings at 7pm:</p> <p>17 September 22 October 19 November 17 December</p>	
7.	<p>Next Meeting 17 September 2012 at 7pm</p>	