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| cid:1.2655657143@web164505.mail.gq1.yahoo.com**Marian Catholic School**  **PTFA Meeting**  **15th September 2015** | | | |
| **Meeting Room** | | Staffroom | |
| **Date** | | 15 September 2015 | |
| **Time** | | 7.30pm | |
| **Meeting Attendees** | | Cindy Borrie, Kerron Sexton, Clarion Ferdinands, Amanda Luke, John Coulam, Wayne Streatfield, Yvonne Vosper, Jane Rollitt, Nic Moon, Kat Dale | |
| **Apologies** | | Kay Petchell, Charlene Mutter, Kylie Harvey, Kylie Strongman, Reshma, Rebecca Botherway | |
| **Welcome/Prayer** | | John Coulam | |
| **Minutes of last meeting** | | Clarion approached First Credit Union (FCU) to withdraw funds. As Clarion not a signatory FCU unable to give any information.  **Action: John Coulam is signatory, Clarion to pass on details to John so he can update FCU**. | |
| **Matters Arising** | |  | |
| **GENERAL MATTERS** | | | |
|  | **Topics** | **Action Points** | **Who?** |
|  | Financial Report  Principals Report  Review of yearly PTFA payment to school  Playground Update  Entertainment Books  Tea Towels  Honey wraps  Calendars  Hypnotists – Dave Upfold  Discos  Family Fund Day  Future Fundraising | Report attached.   Finances as follows:  $35,472.99    Combined balance Westpac & Credit Union  +$  5,683.00   Funds to be received\*   $41,155.99   -$  1,407.00    Total cheques to be paid    $39,748.99    Total cash on hand  -$  5,000.00    Reserve (as agreed by committee)    $34,748.99    Available for playground BOT donation  \*School Tex $3681, T/towels $852, NES $250, E/books$900)  *Motion for all invoices listed to be paid.*  Nes – need an invoice before they will make agreed donation for $250. Need to understand purpose of invoice – will it be used to claim back funds.  School Tex – Payment of approx. $3681 for commission on school clothing. Contract signed by school for 3 year term meaning increase from 10% to 15% payment from School Tex.  Arts Centre redevelopment - Diocesan school council meeting tonight to discuss the redevelopment. The current budget is $400K over. Option to complete in two stages with the kitchen and toilets stage one and music room and lounge stage two. We are currently a term behind and would ideally like it completed before winter 2016.  Preparatory work – Staff are doing a lot of work preparing for 2016, enrolments close off end of this term and are looking strong. After this term children out of zone will not be accepted. Mr Coulam is currently interviewing all teachers to ensure we are on track. A planning day is being held the last day of school term to assess the main goals of the school, review what we have achieved and develop the arts plan, curriculum and pastoral area.  Traditionally the PTFA give $10K each year to fund RE. As the PTFA is raising money for the playground, Mr Coulam raised the idea of a reduced amount from the PTFA for 2016.  *Motion to donate $5K for 2016 and review amount for 2017* *during the end of 2016.* *Money to be paid before Nov 2016.*  Richard Ferdinands project managing. Obtained three quotes, $81K, $74K and $77K with the matting (high quality) approx. $69K = ball park figure of around $91K total.  Currently $29,748.99 available in bank – this will provide an additional $40K from the Diocese ($20K x 2) giving a total of  $69,748.99 – so not too far from the $90K.  Another potential funding source is financial assistance scheme.  Committee to meet and come back with designs. Once design agreed by committee it needs to be approved by board, Diocese and then the council. Timeline for implementation middle of 2016.  Still waiting for $900 to come – one book missing.  Were a hit, currently only 3 left. Cost $518 and 100 sold for $10 each.  Potential fundraiser – possibly for 2016  Alice managing. Feedback about the artwork template incorporated - Kay kindly updated. Order forms going out early term 4 with dates in November for compiling.  Fundraiser for St Johns and Sacred Heart music group. Tickets $20 each with PTFA getting $5 from each ticket. Tickets can be purchased online using code to say from Marian. Good to support Sacred Heart and St Johns.  Team 1 and 2 discos running as schedule on December 2nd and 3rd in the hall. Liz Bates organizing.  Amanda happy to organise again, to contact PTFA for help and support including sausage sizzle.  Next meeting 20th October - please bring ideas for big fundraising for 2016, we need to raise a lot of money for the playground – potential ideas a gala or cultural day. | First Nic, Second Alice  Clarion to pay  Clarion to contact Nes to assess purpose of invoice.  John Coulam to update committee on outcome of council meeting  First Alice Second Katarina.  John to look at rules around funding (less than $5K) from Board financial assistance scheme.  Committee Richard, Wayne, Nic, Kay, Rebecca to review designs  Alice – helpers Aimee, Cindy (will laminate), Kerron (if needed)  Amanda to provide adverts for newsletter  Cindy to contact Liz re confirming hall booked  Everyone bring big fundraising ideas to next meeting. |
|  | Next Meeting | 20 October 2015 | Apologies from John |
|  | Meeting closed | 8.35 pm |  |