Meeting called by | President Tracey Price | Attendees
Type of meeting | Monthly P&F Meeting | As per attendance register
Facilitator | Tracey Price | Apologies: - Adam Rye, Sonia Catalano.
Note taker | Brad Mells
Timekeeper | Brad Mells

AGENDA TOPICS

Agenda topic Minutes from previous meeting | Presenter Tracey Price

Discussion
Minutes from the previous to be admitted

Conclusion
Carried – Julie Di Tullio
Seconded – Brad Mells

Business arising from previous meeting

Agenda topic 5a. Active Travel Program | Presenter Janet Smith & Cathy Kingston

Discussion
Janet advised that she met the council representative who advised that the successful schools will be advised at a function at City Hall on the 05/11/14. Tanya and Cathy to attend on behalf of St Dympna’s.

Conclusion: Carry over to following meeting/s to follow up

Action items | Person responsible | Deadline
Await decision from BCC | Tanya and Cathy | 05/11/2014
Agenda topic 5b. Parent experts.  | Presenter Janet Smith

Discussion

3 experts have come forward, Jason Aquilina on IT and two others. Names have been provided and will be implemented into the system where possible.

Conclusion

Completed

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<th>Action items</th>
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Agenda topic 5c. Amart Virginia Discounts | Presenter Luisa Rose

Discussion

Luisa was unable to attend this meeting.

Conclusion:

Carried forward to next meeting

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Agenda topic 5d. Selection process for sports captains  | Presenter Janet Smith

Discussion

Ms Duffield advised that it is usual for a boy and girl representative however two girls were nominated and based on performance they were acknowledged as best candidates.

Conclusion

Action complete.

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<th>Action items</th>
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<tr>
<td>[Topic]</td>
<td>[Presenter]</td>
<td>[Date</td>
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</table>
**Agenda topic 5e. Ribbons for field events and zone qualifications | Presenter Janet Smith**

**Discussion**

Ribbons had been presented to students who were to receive them. Zone 6 8 year old competitors do go however 8 year olds do not attend Bramble Bay.

**Conclusion:** Completed

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**Agenda topic 5f. Letter to parish finance committee re. ramp finance. | Presenter Tracey Price**

**Discussion**

At this stage letter has not been drafted, Janet to attend the finance committee meeting to discuss ramp at front of church. Committee meets only 3 times a year.

**Conclusion**

Carried over to next meeting.

<table>
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<tr>
<th>Action items</th>
<th>Person responsible</th>
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<tbody>
<tr>
<td>Letter to be drafted to finance committee asking for progress report.</td>
<td>Tracey Price</td>
<td>13/10/2014</td>
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</table>

**Agenda topic 5g. Sports Carnival Committee | Presenter Janet Smith**

**Discussion**

Idea moved forward to meeting in first term and arrange for Ashleigh Duffield to attend.

**Conclusion:**

Carried forward to next term.

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<th>Action items</th>
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<tbody>
<tr>
<td>Schedule to next term</td>
<td>Secretary</td>
<td>AGM 2015</td>
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</tbody>
</table>
**Agenda topic Correspondence incoming | Presenter Brad Mells**

**Discussion**

1. Letter from P&F advising of pending election for executive and feedback.

**Conclusion:**

Completed

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**Agenda topic Correspondence outgoing | Presenter Brad Mells**

**Discussion**

Nil Outgoing mail.

**Conclusion:**

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**Agenda topic President’s report | Presenter Tracey Price**

**Discussion**

Father’s day raffle was a great success, great feedback on product selection, price and good returns were made, exact numbers not available until next meeting. Products purchased in June to get best price, continue procedure for next year. Suggestion to have a product display board with prices for next year.

Catholic Colleges – big success and great performance by St Dympna’s.

Zone 6 – great results by St Dympna’s students

Night of the Notables – great night and a great idea, enjoyed by all who attended.

Fair – refer to Treasurer’s report and Fair Feedback

Survey results – low reply rate and decision for survey to be re-sent seperately as survey was at the end of the email.

Charmaine Farewell – assembly farewell went very well and format was original and well received. Thank you to all who assisted.

**Conclusion**

Completed
### Action items

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<thead>
<tr>
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<tbody>
<tr>
<td>Re-send survey email</td>
<td>Tracey Price</td>
<td>Next Meeting</td>
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### Agenda topic **Treasurer’s report** | Presenter **Liz Diggles**

#### Discussion

Uniform Shop Query raised on commissions and how they are paid? Janet advised that 100% of profits from second hand uniforms go to the P&F and on new uniforms a donation is made is to the school. Amount to be discussed.

Audit – The audit has been completed and passed.

2014 Graduation – The P&F will be donating $2k to each grade for costs associated with graduation such as food, drinks and gifts which have already been purchased. Entertainment book profits have also gone towards graduations also.

Moved and carried by all present.

Tennis Court Grant – Quote has been submitted and full cost is $214830, grants have been submitted, one for $107415 and a second for $38818 which means difference will need to be financed by the school and P&F. Outcome of grants should be finalized by Jan/Feb 2015.

Query raised by Dennis on removal of the old courts and Liz was able to confirm removal was all part of the quote.

Tender has been managed and managed by tennis Queensland

BCC grant - $2k was obtained towards Fair costs.

#### Balances

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<tbody>
<tr>
<td>1. On Call</td>
<td>$20152.87</td>
</tr>
<tr>
<td>2. General</td>
<td>$1742.20</td>
</tr>
<tr>
<td>3. Fete Account</td>
<td>$41619.08</td>
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#### Expenditure

As per report

### Action items

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### Agenda topic **Principal’s report** | Presenter **Janet Smith**

#### Discussion

Report submitted
Discussion arising from report items

Request for funds to purchase a perpetual shield to recognize the ongoing competition between the graduating class and Police/Teachers. Cost is $80.

Moved and Carried by all present

DVD has been obtained from Channel 7 visit and will be added to the parent portal for downloading.

School mass – great addition of all students being invited to go up for a blessing.

Conclusion

Closed

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Agenda topic Other Reports Sub committees | Presenter Tracey Price

Discussion

Social Committee

No report

Conclusion

Completed

Agenda topic General Business | Presenter Group

Discussion

Sports Representative Funding

Question raised by Cathy Kingston on why the P&F doesn’t proactively forward the card and cheque to the students who are being recognised.

Process has been reactive due to not knowing all students accomplishments. Change will be made to proactively acknowledging performance if it is known without student/parents advising the P&F.

Students to be acknowledged A Catalano and O Greene.

School Photos

Julie Sutton raised she was unhappy with school photos this year. Janet advised that Parents need to provide feedback in writing if unhappy with photos so feedback can be passed on to the photographer.

Cath Ed Annual Report

Janet tabled the annual report and is available for review.

AGM date will be announced at next meeting.
Conclusion

Sports representative funding acknowledgement

Action: Change of procedure to funding to be implemented. P&F Committee

Meeting closed 8:45pm