



**ST LUKE'S CATHOLIC PRIMARY SCHOOL
PARENTS & FRIENDS ASSOCIATION
MEETING MINUTES**

**FOR THE MEETING HELD ON: Tuesday 20th June 2017
COMMENCING AT 7PM**

Attendees:

David Hunter	Alana Metaxas	Jason Baker
Lillian Truglio	Hayley Tait	Tania Rego
Jodi Lyra	Tracy Detata	Suzanne Roach
Kathryn Peake	John Mason	Georgia Millad
Antony Vlahov	Fenella Paterson	Fiona Natoli
Lianne Noonan		

Apologies:

Jess Stojkovski

1. PRAYER

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Wednesday 24th May 2017 were confirmed as a true and accurate record. Forwarded by David Hunter and seconded by Alana Metaxas.

3. CORRESPONDENCE INWARD

- Letter from Senator Simon Birmingham re Government funding

4. CORRESPONDENCE OUTWARD

- Letter to Coles asking for a gift certificate for the movie fundraiser.

5. PRINCIPALS REPORT – Mr David Hunter

- **Thank you to P&F**

Thank you to the P&F for your assistance, support and cooperation over the last 8 years. Very greatly appreciated. Ask that you carry that support on with Jason over the next 6 months and then Andrew.

- **New Principal Appointment Process**

I was contacted last Thursday morning and advised of the Executive Directors decision to delay Andrew Kelly's commencement at St Luke's until January 2018 and the appointment of Jason Baker as acting principal for the remainder of the year. This has implications for us in terms of appointing Acting AP's which we are presently looking into.

- **Performing Arts Costumes**

How do you want to do this? I suggest we give you a full statement of the costume costs once they are known (probably early August) and then you pay the agreed amount to the school? It was decided the school will send an invoice to the P&F for the amount of funding required.

- **School Audit**

Happens tomorrow.

6. TREASURER'S REPORT – Antony Vlahov

- Bank Balance as at 20th June 2017 is \$43,492.10.
- Receipts since last meeting totalled \$6,254.05:
 - Father/Son Camp \$3,745.00
 - Pie Day Income \$2,509.05
- Payments made since last meeting \$5,757.05:
 - Pie Day Expenses \$3,058.05
 - Thermomix Raffle Prize \$2,089.00
 - Dwelling up Adventures \$460.00 (Kayak Hire)
 - Footy Tipping Prizes \$150.00
- Outstanding Deposits
 - Nil
- Invoices to be paid:
 - Pie Day expenses \$1,761.20

7. BOARD REPRESENTATIVE REPORT – John Mason

No meeting since last P&F meeting.

8. GENERAL BUSINESS

- PP Movie Fundraiser 4th July – will need numbers the week before to pay a deposit – P&F will add some tickets to final numbers to ensure extra bookings. Will email class reps to ask for assistance in advertising on class pages, and a letter to be provided to cinema to ask for a gift certificate as part of fundraiser.
- Look into P&F email – comes up as Tracy Detata as contact in emails?
- We discussed book week – Mrs Simmons has booked 7-11 August with scholastic – Term 3 – the actual book week is 17-25 Aug – so will be looking to parent volunteers to assist with this.

9. DOOR PRIZE

Raffle drawn by David Hunter and won by Tania Rego.

10. MEETING CONCLUSION AND NEXT MEETING DATE

Meeting concluded 7.40pm.

Next P&F meeting to be held:

Wednesday 26th July 2017 @ 7pm.