

Minutes

7.00pm, 10 May 2016

- **Prayer and Welcome**
- **Record of attendance and apologies**

David Cornett (DC), John LoCasio (JL), Sergio Bestulic (SB), Vicki Bestulic (VB), Paul Harrington (PH), Jennifer Foldes (JF), Sharyn Brooks (SB), Kelly O'Keefe (KO), Cathy McDonald (CM), Isabella Potts (IP), Michelle Cornett (MC), Ian Gorrie (IG), Kathy Foden (KF), Elyse Beauchamp (EB), Steve Grabowski (SG), Joe Trimarchi (JT)

Apologies: Gloria Opalniuk, James McFarlane, Melina Trimarchi

- **Confirmation and acceptance of the Minutes of the previous meeting**

Notes: Attendance sheet distributed and apologies noted. No amendments to the minutes	
Motion: That the minutes be adopted as a true and accurate reflection of the meeting	
Seconded: Kelly O'Keefe	Outcome: Carried

- **Correspondence**

- Catholic Development Fund – regular information on account balances and roll over for term investments.
- Annicka Ciol and Lexi Willis – request for support to attend the NSW Youth Parliament during the April school holidays
- Andrew Hewitt – 'Can We Talk' youth mental health forum to be held on Wednesday 18 May, from 6.30pm-8.30pm at the Campbelltown Catholic Club

Note: DC advised that future correspondence to the P&F would be BCC to comply with privacy requirements.

- **Business arising from minutes of previous meeting**

- Trotec Rayjet CNC - refer General Business
- Brewarrina Immersion Program – it was noted that a significant contribution was made towards Brewarrina Fundraising to fund the hiring of the bus.
Action: JL to provide further details, and Melanie Franciscus to provide update on funding amount required from P&F
- School Bus – JL provided update and advised that delivery is expected in 2 weeks. School logos to be added.
Action: Email to be sent to P&F for publicity photo in coming weeks (DC)
- Shade Sails – JL provided update and advised that the design had been finalised, materials ordered, and installation is expected towards the end of term 2, early term 3

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Action: Funds for shade sails of \$70k to be transferred to investment account until payment is due (SG)

- **President and Treasurer’s Report**

- Open Day BBQ – thank you to parents and teachers for their assistance at the Open Day BBQ, it was a great success
- Outcomes of meeting with Catholic Development Fund – SG provided an overview of the outcomes of the meeting with Trevor Kellam, including:
 - i. Establishment of iCash Plus account to attract a higher interest of 1.95% for operational funds, an increase over the previous rate of .25%.
 - ii. Increasing the funds held in investment accounts until they were required to attract a higher interest rate (up to 2.7%)

Action: SG to transfer funds between accounts as required to maximise interest rates

- Summary of current financial statement – SG advised that the audit for year ending 30 September 2015 had been completed and was ready for submission to the school. SG also provided an overview of the financial position, including:
 - i. Balance iPlus Cash Account: \$223,681.20 (Interest rate: 1.95%)
 - ii. Term Depot (Hall Fund): \$140,825.76 (Interest rate: 2.70%)
 - iii. Term Depot (Investment): \$11,228.44 (Interest rate: 2.70%)
- Proposed budget and 5-7year financial plan – DC provided an overview of the 2016 budget and 5-7year financial plan. Plan to be updated for each meeting to assist P&F in making decisions on requests for sponsorship and equipment purchases.

Notes: DC proposed a contribution to the Hall Fund of \$25,000 per year. Examples of the equipment that may be purchased with these funds include chairs, tables, staging, lighting, and sound.

Motion: That the P&F set aside an annual contribution of \$25,000 per year for equipment purchases for the new hall. Amount to be transfer to Hall Fund Account.

Secinded: SG	Outcome: Carried
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Notes: To avoid the financial ‘shock’ associated with the replacement of the school bus in 5-7years time, the P&F discussed the setting aside of asset renewal funds. These funds are to be transferred from the Operational Account to the Investment Account each year.

Motion: DC proposed that \$15,000 per year be allocated for the replacement of the bus in 5-7years time.

Secinded: MC	Outcome: Carried
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- **Guest Speaker – Mr Ian Gorrie & Elyse Beauchamp**

Notes: IG and EB provided an overview of the proposed laser cutter, its benefits to student education, and the funding requested from the P&F. These were summarised in

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a submission by IG to the P&F and distributed via email prior to the meeting. IG requested that the P&F provide \$15k per year for 2 years, with the school contributing \$7.5k per year over 2 years.	
Motion: That the P&F support the request for funding of a laser cutter as detailed in the submission.	
Seconded: SB	Outcome: Carried

- **Principal's Report**

Refer attached principals report.

- **General Business**

- **New Items**

Item: Community Building Partnership Grant – next steps

Notes: Grant is due to be released in May/June, P&F to consider application to assist with Brewarrina Immersion Program as discussed in previous meeting.
Noted

Item: Financial Support Guidelines – Sponsorships and Equipment

Notes: DC advised that the guidelines were developed to assist teachers and students in making submission to the P&F, ensuring that all required information was submitted, and allowing the P&F to make a timely decision on requests. While guidelines had been distributed prior to the meeting, DC noted that the P&F did not have time to discuss the guidelines, and proposed that unless there were any objections, they be adopted and subject to review and refinement at future meetings.	
Motion: The Guidelines be adopted, subject to review at future meetings.	
Seconded: SB	Outcome: Carried

Item: Review of the P&F Constitution

Notes: DC noted that the P&F did not have time to discuss the revised constitution (as distributed prior to the meeting), and proposed that unless there were any objections, they be adopted. IP noted that they should probably be placed on exhibition prior to being adopted.	
Motion: That the revised P&F Constitution be placed on the school website for exhibition prior to adoption at the next meeting.	
Seconded: IP	Outcome: Carried

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Item: Ratification of financial support provided to Annicka Ciol and Lexi Willis to attend the NSW Youth Parliament

Notes: DC advised that financial support had been approved by the P&F Executive outside the meeting cycle, as per the provisions within the constitution. The amount exceeded the standard \$200 per person donation for the following reasons (after discussion with JL):

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| <ul style="list-style-type: none">- Minimal time available for fundraising- Investment in future leadership of the school |
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Motion: That the contribution be ratified by the P&F

Seconded: MC

Outcome: Carried

- **Parent Consultation Committee**

Presentation provided to the P&F by the School Counsellors, Gai Pastor and Cindy Wilson on teenage anxiety, what to look out for, and how you can help.

Refer to the school website or contact the School Counsellors for further information.

- **Next Meeting Tuesday, 3rd Week of Term 3, 2016**