# Stella Maris

**Parents and Friends Assoc.**

**Meeting Minutes**

<table>
<thead>
<tr>
<th>Date:</th>
<th>September 10(^{th}) 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time:</td>
<td>6.30pm</td>
</tr>
<tr>
<td>Location:</td>
<td>Stella Maris School – Staff Room</td>
</tr>
</tbody>
</table>

**Chair:** Tim Eva  
**Prayer:** Terry Grogan

<table>
<thead>
<tr>
<th>Attendance:</th>
<th>As per attendance book</th>
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<tbody>
<tr>
<td>Apologies:</td>
<td>As per attendance book</td>
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**Correspondence In:** Nil

**Correspondence Out:** Nil

**Previous Minutes:** Moved by: Tim Eva  
Seconced by: Damien Faux

Also the minutes from June 2013 meeting moved by Tim Eva and Steve Austin as they were not printed for July meeting

**Business arising from previous minutes:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Topic</th>
<th>Discussion</th>
<th>Action/Outcome</th>
</tr>
</thead>
</table>
| 1.   | Flagpoles | Quote discussed. Cost for 3 flagpoles approx $4500:  
1. Flagpoles $844 each  
2. $126 per flag  
3. $360 installation fee per pole  
To expensive at this time. | Closed. |
| 2.   | Tuckshop | For term 4 agenda. The tuckshop will undergo a review with a small committee when Glenda returns. Cathy thought there was a possibility her contract would not be renewed next year- this is not the case, Terry to talk to her tomorrow to clarify this. | Ongoing. |
### Treasurers Report:

**P & F Meeting – 10/09/2013**

**Treasurer**

**Payments to be ratified**

**General Account MYOB Balance 31/08/2013:** $24,121.93

<table>
<thead>
<tr>
<th>Credit Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Fair Reimbursements</td>
<td>$ 487.83</td>
</tr>
<tr>
<td>Stella Vegas – Repayment</td>
<td>$ 90.00</td>
</tr>
<tr>
<td>Golf Day</td>
<td>$ 4,106.00</td>
</tr>
<tr>
<td></td>
<td><strong>$ 4,683.83</strong></td>
</tr>
</tbody>
</table>
Debit  Redirection of Fair Sponsor  $2,000.00
Debit  Kitchen Supplies/Fair cost  $567.83

$2,567.83

Tuckshop Account MYOB Balance 31/08/2013: $32,357.83
Regular tuckshop food sales, purchases and expenses

Art Union Account MYOB Balance 31/0/2013: $32,357.83

Credit  Fair Sales  $70,859.20
Credit  Interest  $0.00

$70,859.20

Debit  Fair Expenses  $40,112.37
Debit  Merchant Fee  $54.00

$40,166.37

Term Deposits MYOB Balance 08/08/2013 $5,000
Tuckshop  $5,000  Maturity 8/002/2014 (3.55%pa)

GENERAL REPORT
Tuckshop P&L presented
General Account P&L/budget presented
Fair Profit UPDATE
Final profit of $28,542.45
To confirm funds to be retained for initial cash flow for 2014 Fair
Fathers Day Stall profit of $486.65
Audit Request to be sent
Discussion/Recommendation;
Need to be diligent with events and cash/expenses
Nominate 1 person to control income and expenses?

Principals Report:
- Glenda’s walk is progressing. She has sent some emails along the way and is coping well with the physical demands and enjoying the cultural and social aspects of the journey.
• Athletics carnival – P-3 this Friday 13 September: Year 4-7 day is last Friday of term 20th September.
• At the Qld Catholic Schools Music Festival in Brisbane all choirs received Silver Awards, the combined band with Siena received a Gold Award. Brilliant results highlighting the enormous effort being put in by Teachers and children in music.
• Teachers have now completed a course in coaching, observation and feedback to support colleague to colleague professional support. Teachers will be demonstrating and observing their colleagues teaching in a range of content areas as we move forward with the new coaching skills.
• The Book Week parade demonstrated why there’s a need to develop a respectful audience culture at Assemblies. It was almost impossible to hear anything the students were singing or saying. We may look at a different format next year.
• Many teachers are disappointed that the Art Show has been cancelled. There has been some late discussion about developing an electronic gallery for the images to be displayed... more on this if it develops into a go ahead idea.
• The pot hole rectification quote was astronomical and I have now asked the company to simply repair the roadway with a much less expensive albeit less effective solution. I hope to have the work completed by the return to school after the holidays.
• The 2014 Prep orientation sessions will be held on Tuesday 5th & Thursday 7th November. There’s usually a time for a presentation about the P&F during the morning sessions.
• The prac students begin after the holidays. If your children come home talking about teachers you’ve never heard of then it could be one of the many prac students from the Sunshine Coast University.
• The work on the Parent Portal has not progressed as I had hoped. The intended launch will be in the 4th term.

_Terry_

<table>
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<tr>
<th>Item</th>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Action/Outcome</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Gazebo bags</td>
<td>New gazebo bags are poor quality and don’t have wheels- health and safety</td>
<td>$240 approved by P&amp;F for 4 bags.</td>
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<td>issue re heavy lifting. Cost of new bags $60 each, need 4.</td>
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<td>2.</td>
<td>Oval soil test</td>
<td>Cost of test is $220, it would give recommendations to improve ground</td>
<td>Tim and Damien to follow up with parish</td>
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<td>condition. Damien asked that school, soccer club and P&amp;F pay 1 third each.</td>
<td>for funding re soil test and oval</td>
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<td>• Soil is very hard, surface uneven.</td>
<td>maintenance for soccer club..</td>
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<td>• Terry Grogan says the grounds are fine for school playtime, not an issue,</td>
<td>Not a P&amp;F issue - Closed.</td>
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<td>there are no ruts in the ground that would cause a child to twist an</td>
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<td>ankle or trip over, therefore it is not a school issue.</td>
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<td>• Soccer club issue, so it should approach the parish for funding.</td>
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3. Movie night/ family function

Date to be set.
Kelly Low has been in contact with the company who supply movie and screen, await quote. Date will be advised when quote known. Doesn’t need to be dark to be able to see the screen. 

Date to be set.

4. World Teachers Day Breakfast

October 25th is ‘World Teachers Day’
Glenda returns to work October 28th
P&F to cook breakfast
Kelly Loe organising food
Also ‘Day for Daniel’

October 25th.
Kelly Loe organising food, P&F will cook it.

Meeting Closed: 8.30 pm
Next meeting: October 8th 2013

Confirmed ____________________

____________________________                         _______________________
President                                Secretary