

ST JOHN FISHER CATHOLIC SCHOOL
Parents & Friends Association

Minutes of General Meeting

DATE: Tuesday 7 November 2006
VENUE: LARC

1. MEETING OPENED at 7.50pm

2. PRESENT: Michelle Edwards, Yvonne Winsor, Jacinta Mobberley, Donna Clancy, Brett Scrine, Carmel Healey, Bruce Cologon, Roxanne Mills, Joanne Helm, Mark Allan, Deanna Tesoriero.

APOLOGIES: Carron Petfield

3. MINUTES OF LAST GENERAL MEETING – 23 May 2006 were read and accepted by C. Healey without amendments.

4. CORRESPONDENCE -nil

5. BUSINESS ARISING

Class Parent Program – Training from Sue Bull was conducted.

Trivia Night – *didn't* go to charitable cause but had to go back to the school as per the canvassing letter sent to businesses.

Parent Council Meeting – was not attended but minutes are available.

School Reports – very little feedback from parents at SJF. On a Diocesan scale it is favourable with the teachers but is a challenge to grade children's work. They are not very personalised but this is a result of transparent feedback. State schools are refusing to adopt the changes. Our school will make very few changes to the format for this year.

6. NEW BUSINESS

6.1 Treasurer's Report

Financial Report Tabled. Funds currently total \$34606.82. \$19024.72 of this is available after commitments are allowed for. The auditor has offered services free of charge. Yvonne has books prepared to 30 October for auditing and ready for handover. Canteen is definitely not on P&F financials.

6.2 Trifecta Tickets

700 tickets were returned to school this morning unsold - a very disappointing situation.

Vanessa sold most of these at The Entrance with the help of Mr Cooper.

Bay Village Centre Management were not as helpful this year allowing others to sell trifecta tickets at the same time and offering us very limited time.

Perhaps an earlier cut off is needed and a stronger support network.

6.3 Maintenance Report

Rubbish is being dumped at the SVDP clothing bin – perhaps it needs to be inside fence.

Need a “green” bin on regular basis as most of rubbish is leaf litter – need to address where it could be kept and how much it will cost.

Brett suggests that instead of having 1 coordinator to attend all the working bees that there are 4 to share it.

We need to encourage more sub-committees.

Need a standardized maintenance day notification to come home with children.

This Sunday is Kinders turn – expect a good turn up

6.4 Alteration to wording of P&F Constitution

The Mothers/Carers Position is to be dissolved and replaced with 2 Social Positions – an internal one for activities within the school, e.g. Mothers Day stall and an external one for activities outside the school, e.g. dinner dance.

This necessitates alteration to the wording of Clause 7 of the Constitution.

Clause 15 will also be altered to allow for more flexibility of meetings.

6.5 Notification of Special General Meeting on 28 November 2006

To allow changes to the constitution to be made a special meeting has been convened prior to the AGM on 28 November for the attached Notice of Motion to be presented and voted upon.

6.6 AGM

What if positions are not filled at AGM?

Never happened before with exec positions and coordinators have always been filled later.

Need a drawcard to attract people to AGM!

7. **MEETING CLOSED** at 8.45pm.
8. **SPECIAL GENERAL MEETING** – 7.30pm 28 November 2006
9. **ANNUAL GENERAL MEETING** – 28 November 2006
10. **NEXT EXECUTIVE MEETING** – December 2006 (Handover)
11. **NEXT GENERAL MEETING** – February 2007

Committee Secretary

Michelle Edwards

ST. JOHN FISHER SCHOOL PARENTS & FRIENDS ASSOCIATION

CONSTITUTION

Notice of intended amendments to constitution at special general meeting to be held on Tuesday 28th November 2006.

Notice of Motion to be presented to membership at the normal general meeting on Tuesday 7th November 2006, for discussion at the special general meeting to be held on Tuesday 28th November 2006.

Amendment to Point 7 **Management**

Existing Point 7. **Management**

The Executive Committee, which shall consist of the officers of the Association and *a maximum of five (5) other members, to be known as Publicity Officer, Co-ordinator of Mothers/Carers, Co-ordinators Grounds/Maintenance, Social Co-ordinator and Fundraising Co-ordinator*, shall carry out the decisions of the Association.

TO:

7. **Management**

The Executive Committee, which shall consist of the officers of the Association and *a maximum of five (5) other members*, shall carry out the decisions of the Association.

Amendment to Point 15 **General Meeting**

General Meeting

A General Meeting of the Association shall be held *on the fourth Tuesday of each school term*.

TO:

General Meeting

A General Meeting of the Association shall be held *on the fourth Tuesday of each school term or unless otherwise advised to the membership*.