**Stella Maris Catholic Primary School - *Parents and Friends Committee***

**Meeting Minutes**

**Tuesday 31st May 2016**

**Present/Apologies**

Attendees: Katrina Evans, Veronica Thomas, Narelle Watt, , Rachel Bromley, Steph Van der Does, Liz Bowman, Megan Burrett, Angela Gillett, Steve Harrison

Apologies: Rebecca Vella, Olivia Prestinenzi, Liz Wallace, Olivia Spiridonos, Maria Chetchuti, Laura Afferi, Emmaline Rowland, Jessica de Boer,

**Introduction**

Katrina opened the meeting

**Correspondence**

Distributed

**Financial Report**

Steph presented the financial report.

**Event Recap**

Fun Run

* All agreed it was a great success. Prizes will be ordered this week. Aim to present awards at the end of term assembly.

Mother’s Day Brekkie/Raffle/Stall

* All went well with good feedback received.

Bunnings BBQ

* Volunteer letters didn’t seem to make it home in some cases. The day went well and made approx $1200.

**Upcoming Events**

Family Disco

* Liz and Emmaline are doing a great job organising things. Approx 110 tickets sold to date.

Hog Dog Day

* Forms to go out 7 June. Olivia and Alice no longer available to assist, so Narelle will run the event with Emmaline. Narelle will also turn QKR on.

Tony’s Pie Drive

* Had a discussion with Liz around the event. Flyer is due out on 18 July and delivery is due 3 August. Rachel will pass on relevant info to Liz and Katrina and Rachel will be available to assist on delivery day.

**Other Business**

Veronica presented an idea of a “P&F Support Club”. Essentially it would be about supporting the P&F and creating community. Initially it would be one morning per week where parents could meet, talk and have a coffee and complete tasks required by the P&F or school community.

Veronica has also developed a document (attached) that we can use to extensively document events for future organisers.

**Newsletter**

All blurbs for each event to be sent to Rachel for inclusion by Wednesday 8th June.

**Next Meeting**

Tuesday 12th July 7:30pm