



## St Mary's Parents & Friends Annual General Meeting Minutes - 2018

Date of Meeting:	02.05.18
Time:	7.30pm
Venue:	St Mary's Staff Room
Members Present:	David Kelly, Marilyn Fisher, Marelize Agius, Ben London, Susie Thomson, Trish Moore, Jen Natale, Stacey Rocco, Margaret Licciardello, Anna Dao, Susie Holland, Cheri Steen, Hope Hicks, Zizi Matanis
Apologies:	Andrea Herd, Sam Georgiadis, Jo McCall, Madeline Didenkowski, Emma Denys, Patrice Cassar, Gary Hills, Jarrod Pye, Susan Wieczkiewicz, Erin Boyd, Rob Nisbet, Melissa Gilnik,

Agenda item		Actions By
	<p><b>Welcome:</b> Meeting opened at 7.45pm. We welcomed our New P &amp; F members Zizi &amp; Anna.</p>	Merilyn
	<p><b>Confirmation of Minutes from previous AGM:</b> That the minutes of the meeting of St Mary's Primary School Altona P&amp;F held on 26 April 2017 at 7:30pm be taken as read and confirmed as a true and accurate record.</p> <p>Moved: Cheri Steen Seconded: Ben London</p>	
	<p><b>President's Report</b> Please refer to Appendix 1 Merilyn presented her report to the meeting which was approved.</p> <p>Moved: Cheri Steen Seconded: Susie Holland</p>	Merilyn
	<p><b>Treasurers Report</b> (Full report available upon request) Cheri Steen presented the financial report which was approved. Total Closing balance: \$8038.54 Off interest was the \$20,000 cheque presented from the P &amp; F to the school in the last financial year. An outstanding effort, well done to all.</p> <p>Moved: Susie Holland Seconded: Merilyn Fischer</p>	Cheri
	<p><b>Principal's Report</b> (Appendix 2) Principal David Kelly presented his report which was approved.</p>	David K



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	<p>Moved: Susie Thomson Seconded: Trish Moore</p>	
	<p><b>All positions vacant and election of new committee:</b></p> <p><b>President – Susie Holland</b> Nomination by Merylyn Fischer Seconded by Cheri Steen</p> <p><b>Vice President – Merylyn Fischer</b> Nomination by Marelize Agius Seconded by Susie Holland</p> <p><b>Treasurer – Cheri Steen</b> Nomination by Susie Thomson Seconded by Merylyn Fischer</p> <p><b>Assistant Treasurer – Jo McCall</b> Nomination Marelize Agius Seconded Susie Thomson</p> <p><b>Secretary – Andrea Herd</b> Nomination by Merylyn Fischer Seconded by Susie Holland</p> <p><b>Assistant Secretary – Marelize Agius</b> Nomination by Anna Dao Seconded by Merylyn Fischer</p> <p><b>Grants Officer – Trish Moore</b> Nomination by Cheri Steen Seconded by Marelize Agius</p> <p><b>General Committee Members</b> Rob Nisbet Sam Georgiadis Susan Wieczkiewicz Ben London Susie Thomson Trish Moore Jen Natale Stacey Rocco Margaret Licciardello Anna Dao Zizi Matanis Hope Hicks</p> <p><b>AGM Meeting Concluded at 8:10pm</b></p>	



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### APPENDIX 1

#### Presidents Report 2017/18

The P&F team have been able to take the experience from 2016 and deliver an outstanding mix of events, activities, programs and services to our school that delivered on our priorities of:

- Developing our school community by facilitating and nurturing home/school relationships with the parents
- Complementing the services and activities offered by the school
- Raising monies for the purchase of items beneficial to the children's learning including and importantly contributing to the investment of IT infrastructure.

I am extremely proud of the P & F Volunteers who have dedicated their time and effort towards providing a better environment for our kids to learn and grow through activities ran by the P & F.

These ranged from:

Term 1.

- First day of school Morning tea
- Welcome Day, Bar
- Buddy Night, Bar
- Easter Raffle
- City of Hobsons Bay Community Grant
- Bunnings BBQ/Sausage Sizzle February 2018
- Dads Night

Term 2.

- Mother's Day Stall
- Family Movie Night at Sun Theatre Yarraville

- Mary Help of Christians Feast Day Hotdog Lunch
- Scouts Monster Raffle
- Dads Night

Term 3.

- Father's Day Stall
- Footy Fun Day Subway Lunch
- Kids Disco

Term 4.

- Walkathon
- Bendigo Bank Grant
- Arts Spectacular Bar/BBQ
- Family Photo Fundraiser - Altona Beach

The 2017 P & F committee was filled with extremely active, enthusiastic committee members who worked tirelessly throughout the year to put on quality events and fundraisers. I truly thank each one of you for your dedication to the school and the P & F and in assisting me in my second year as President. To all the coordinators of our events – without you these activities simply would not happen and it's wonderful to see such teamwork in action. I hope that you have enjoyed our time together over the last year as we tried to make it fun and rewarding.

To all the teachers and office staff Marg, Valda, Kathleen and others that are in the background of all our events – your support is greatly appreciated.

I would like to give a special thanks to all involved in the organising and delivery of this year's Walkathon. Once again, an extremely successful event that delivered its goals of bringing together the school community and also raising monies above our expectations to supporting the purchase of IT equipment.



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Marelize your commitment to assisting me with sponsorship and prizes for this event contributed to the excitement and support of the school community and our partnerships with Brands such as Athletes Foot, Amart Sport, Rebel, Rays Outdoors, Koorringal Golf Club and 99 Bikes lifted our event profile to ensure it's a success into the future.

A new initiative from Ben London that has been highly successful is the Dads Night, thank you Ben for encouraging our school community Dad's to get together for an informal night of games and open friendly discussion.

Also, a special thank you to Ben and Jarrod for running our school community social event Bar when required.

Some committee members are not continuing to next year's committee. Without naming you personally, I wish you to sincerely thank you for your enthusiasm and support over the last year. Each member who has resigned to me personally has assured me of their ongoing support and commitment to any function they have volunteered.

I too have decided to resign as the P & F President, this year has been incredible and I would like to thank members who stepped up whilst I was away in Adelaide. I have enjoyed my time as President immensely, especially working with David who has been an incredible support throughout the year to make our events a success. Thankyou David for supporting our ideas and positively taking on board any feedback we have delivered throughout the year. I am looking forward to assisting our new 2018 President and volunteering at future events.

In Summary, I truly appreciate your enthusiasm to keep the P & F vibrant and relevant for our school community, your team work and discussions on all things P & F is great to see and I hope this continues with the new 2018 team.

Kindest regards

**Merilyn Fischer**

Committee President | Parents and Friends | St Mary's School Altona



## **St Mary's Parents & Friends Annual General Meeting Minutes - 2018**

### **APPENDIX 2**

#### **PRINCIPAL'S REPORT**

The Parents and Friends Committee are to be congratulated for another very successful year as an integral part of St. Mary's School Community. It was good to see some new faces at meetings and particularly helping out at the many and varied functions throughout the year. There are definitely positive signs going forward.

As I have previously mentioned the role of the Parents & Friends Committee is twofold with both aspects being equally important.

One being developing the wonderful feeling of a welcoming, inclusive and fun-loving community here at St. Mary's and the other being fundraising which is necessary to maintain and build on the quality buildings, grounds and resources which we have fortunately inherited from those families that have gone before us.

As I have stated earlier I believe the Parents & Friends Committee have succeeded in both aspects over the past twelve months and should be very proud of their efforts.

The many and varied activities that have either been organised by the Parents & Friends Committee or supported by them have already been presented in the President's Report and the Treasurer's Report so I will not go into any great detail here other than to highlight six functions that I believe exemplify the twofold aspect of the Parents & Friends and the outstanding job they do: Our Beginning & End of Year functions, Walkathon, Mother's/Father's Day Stalls & Dads Nights.

I would particularly like to congratulate and thank Marilyn Fischer who so competently and decisively has led the Parents & Friends as President for the past two years. Marilyn's thoughtful, enthusiastic, organised and inclusive leadership style has been appreciated by all. I know that while Marilyn is stepping down from the President's role she will remain involved and be a great support to whoever takes on the President's role going forward.

I would also like to thank and congratulate Andrea Herd (Secretary) & Cheri Steen (Treasurer) for the wonderful job they have done in these two significant roles. I would particularly like to acknowledge the extra work and organisation that Cheri was required to do during 2017 as this was the first year that the Parents & Friends financial management and procedures were part of our school's Annual Audit by Deloitte's. Well done Cheri.

Finally, I would like to thank and congratulate all members of the Parents & Friends Committee and others who stepped in to organise and/or support particular functions/activities, for their hard work and willingness to be involved over the past year. I look forward to continuing to work closely with you in 2018/2019.

**David Kelly**  
**PRINCIPAL**