



# St Clare's Catholic Primary School Parents & Friends Association

## P & F AGM MEETING MINUTES – 17 OCTOBER 2023

**Chair:** Ashleigh Cagney

**Attendees:** Ashleigh Cagney, Mitchell Elks, Marg Foldes, Amy Haar, Christine Calgaro, Kerri Toweel, Vanessa Skuse, Trent White, Olivia Svalina, Bev Holme, Cassandra Goddard,

**Apologies:** Peta Shanahan, Birgit Hoffman

**Minutes:** Olivia Svalina

Item	Responsible
1. Meeting opened at 7.00pm & Welcome	Ashleigh Cagney
2. Acknowledgement & Opening Prayer	Mitchell Elks
3. Attendance / apologises (as above)	Ashleigh Cagney
4. <u>Confirmation of minutes</u> Minutes of meeting from P&F Meeting 25 July 2023 summarised and read out by Ashleigh Cagney  Moved: Amy Haar Seconded: Cristine Calgaro Accepted: Unanimously	Ashleigh Cagney
5. <u>Principal's Report</u> <ul style="list-style-type: none"> <li>• Marg summary here</li> <li>• Thank you to everyone who has supported the numerous events in Term 3, they are just not possible without the support of the school community.</li> <li>• The events were successfully received, with a particular call out to the Father's day Pancake BBQ, the Musical and Glow Disco.</li> <li>• The funds raised from these events help us to re-invent in the school and children. A recent example of this is the new playground that is now complete.</li> </ul> Moved: Christine Calgarao Second: Amy Haar Accepted: Unanimously	Marg Foldes
6. <u>President's Report</u> <ul style="list-style-type: none"> <li>• Ashleigh please post your summary here</li> </ul> Moved: Christine Calgaro Second: Bev Holme Accepted: Unanimously	Ashleigh Cagney
7. <u>Treasurer's Report</u> <ul style="list-style-type: none"> <li>• Trent please post your summary here</li> </ul> Moved: Kerri Toweel Second: Christine Calgaro Accepted: Unanimously	Trent White
8. Sub committee reports	



<p>9.3 Fair</p> <p>Communication has commenced, with a focus on sourcing volunteers, donation baskets and raffle ticket sales. Next steps include continued volunteer drive, eftpos machines and change, and rubbish management, including an additional rubbish collection the week before the event.</p> <p>Wristbands will be available for purchase online next week, and in person at the school on Thursday 1 and Friday 2 November</p>	
<p>10. Next meeting to take place on December or Jan ??</p>	
<p>11. Meeting close 8:07pm</p>	<p>Ashleigh Cagney</p>