Attendees

Suzi Fisher, Hayley Finnis, Rod Crouch, Takeala, Lisa Thompson, Arabella Spence, Tanya Ashton, Karen Austin

Apologies

Andrew Munro, Rosanne Wallis

Scribe

Takeala

Minutes from Previous Meeting (19 April 2010)

- Accepted
  Moved by Lisa, seconded by Hayley

Matters Arising from Previous Meeting

- Chocolate Drive - the money is coming in well from this fundraiser however there has been little response from the senior boys so Chaplain McCarthy will assist with this. There is still $4700 outstanding. One of the issues for next year’s drive is melted chocolates being handed back. There was some discussion about the value of running this fundraiser next year, and the best time to hold it. Essentially, this is a fundraiser with a high profit margin.

- Entertainment Books - 119 books were sold and 123 are still outstanding. Andrew can confirm any direct deposits that have been made for the books. Melissa will provide feedback of what worked/didn’t work so well with this fundraiser. Feedback already received suggests an online banking details sticker be applied to the envelope. This year, the book contained more vouchers for sporting events and restaurants on the Gold Coast.

  ACTION: Provide feedback on Entertainment Books fundraiser Melissa
  Confirm direct deposits made for Entertainment Books Andrew

Principal’s Report

There was no Principal's Report.

President’s Report

- Fitness-a-thon - prizes have been sorted and are ready to be packed on Thursday with the assistance of Dale Barr. Extra prizes will be kept for other fundraisers. $67 was spent on Kool Pops. (Discussion about the number of cups required.) suzi will make a request in the newsletter for assistance on the day.
ACTION: Place a request for assistance with Fitness-a-thon in newsletter  

- CIC Sport Snack Stall - the first stall will be run by Dale Barr and Arabella Spence on Friday 14 May for Cross Country. Drinks and chips will be sold. Arabella suggested that more than one esky would be required as there have been more than 100 students at previous meets. Tanya asked if the tuckshop could be used but Rod was concerned about confusion of stock between P&F and tuckshop. Suzi will advise Dale about the coffee van deal. There was discussion about the responsibility for organising and running stalls. In the past, P&F members have run stalls because parents of participating boys would not assist. With better organisation such as the provision of names of participating students and parents’ contact details, the P&F could arrange through parent representatives. Rod said this information was readily available. In future, P&F Secretary will receive names and contact details from the CIC Coordinator. A letter, together with a timetable, will then be sent to to families.

ACTION: Advise CIC Coordinator that contact details of CIC Sport participants be provided to P&F Secretary  

ACTION: Send letter, with timetable, to parents of CIC participants  

- Dinner Dance 2010 - to be held on 21 August at the Wynnum Gold Club, 6.30 pm for a 7pm start, beginning with sunset drinks on the balcony, theme: ‘Night in Vegas’. Champagne and nibblies will be served on arrival; additional drinks can be purchased from the bar. Invitation will be sent by email. The Golf Club has not yet confirmed that the entire area will be available for set up during the day. Lisa advised that a date claimer should be sent out soon, if the invitations did not go out according to the timeline (14th May). Rod stated that he would not hold a design competition for the students if the theme was “BrisVegas”. Wayne Jones will provide a draft design for the invitation and email in PDF format by Friday to event coordinators. Suzi provided information to the committee regarding sponsorship, donations, band and other details. Karen suggested contacting Marty Byrne for holiday sponsorship. Andrew will discuss pricing options when he pays the deposit. The sub-committee will meet weekly. Andrew raised the issue of golfers having their Saturday afternoon drinks in a section of the area to be used for the auction items. Suzi will confirm that the entire venue will be available all day, for setup and later for the dance.

The idea was put forward for a competition (for the older boys) to design the ticket.

ACTION: Design invitation and provide file to coordinators  

Contact parent for holiday sponsorship  

Clarify sponsorship criteria

The remainder of agenda items were held off until the next meeting in order to finish in time for the General Meeting scheduled to commence at 7 pm.

Treasurer’s Report

The president advised that the treasurer had noticed some deposits made by error into the P&F Account. He will move these back into the school account and advise College Accountant.

ACTION: Advise Accountant of deposits made in error and transfer into correct account
Correspondence

None received.

Other Business

There was no other business.

Action Items

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Person Responsible</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Provide feedback on Entertainment Books fundraiser</td>
<td>Melissa</td>
<td>24 May 2010</td>
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<tr>
<td>Confirm direct deposits made for Entertainment Books</td>
<td>Andrew</td>
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<td>Place a request for assistance with Fitness-a-thon in newsletter</td>
<td>Suzi</td>
<td>11 May 2010</td>
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<td>Rod</td>
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<tr>
<td>Send letter, with timetable, to parents of CIC participants</td>
<td>Takeala</td>
<td>Recurring, in advance of CIC sport season commencing</td>
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<tr>
<td>Design Dinner Dance invitation and provide file to coordinators</td>
<td>Wayne Jones</td>
<td>14 May 2010</td>
</tr>
<tr>
<td>Contact parent for holiday sponsorship</td>
<td>Suzi</td>
<td>24 May 2010</td>
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<tr>
<td>Clarify Dinner Dance sponsorship criteria</td>
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Meeting Closed 7 pm, Next Meeting

Executive Meeting 7 pm, 24 May 2010, College Boardroom