President Keiron Walsh welcomed all in attendance and opened the meeting at 6.42pm.

1. **Opening Prayer**

   The Opening Prayer was led by Keiron.

2. **Attendance:** Keiron Walsh, Sue Keaveny, Tonya Bonke-Greenhill, Tracy Iselin, Tim Stinson, Liz Gallagher, Mark Plunkett, Judith Logan, Susan Shay, Debbie Bischoff and Diane McClure.

   **Apologies:** Maryann Watterson, Fiona Tilley, Jayne Heit, Ky Bostock, Adam Riddle, and Angela Harlen.

3. **Confirmation of Previous Minutes**

   The following motion was carried:

   **MOTION:** I move that the minutes of the P&F Meeting of St Mary’s on 19 March 2014 be adopted as true and accurate records of the meeting.

   **Moved:** Keiron Walsh  
   **Seconded:** Liz Gallagher  
   **Carried**

4. **Business Arising from Previous Minutes**

   4.1 **2014 Goals**

   From a special meeting held on 02 April 2014, it was worked out that we would have approximately a Fundraising Budget of $35,000.00.

   Keiron will email the draft costings to all Committee and Convenors.  
   **Action : KW**

   We will work with the Convenors to see what their own budget is and work out if the P&F can assist.  
   **Note**

   Tim has got the electronic sign and cleaning machine all sorted.

   The approximate P&F budget for the plaque naming project is $1,000.00 and for the toilet block $2,000.00.
4. **Business Arising from Previous Minutes (cont’d)**

4.1 **2014 Goals (cont’d)**

Susan added that Little A’s are renovating the long jump and that perhaps the P&F could donate some funds towards this.

Debbie added also about updating the water bubblers around the school as there is hardly any pressure. Tim will look into finding out if there is something causing low water pressure. **Action: TS**

4.2 **Outstanding Debts**

We have received $3,790.10 from 2013 P&F levies and $2,201.00 from 2014 P&F levy.

4.3 **Action List**

The meeting went through the Action List and this will be updated.

5. **Correspondence In / Out**

Incoming mail:

* Letter from Scenic Rim Regional Council: Acknowledgement of Submission [Supporting the DA on Alice Street.]

* Information regarding the P&F Federation Conference on 25 to 27 April 2014.

6. **Principal’s Report**

* Sister Denise has taken another role and will be leaving us June 2014.

  
  We need to organise a ‘thank you’. **Note**

  Hopefully we can find another Sister to take on the role of Sister Denise for a couple of days a week. We will work with Catholic Ed in doing this.

* Tomorrow members from the Block Grant Authority are visiting us in regards to getting three new classrooms [additional to the fire rebuild]. We have to sell the need for new classrooms!
6. **Principal’s Report (cont’d)**

- The website is live and Tim asked the meeting for anything to add to it.

- OSHC is hoping to start vacation care and Tim is meeting with Centacare about this. OSHC has been covering their costs this year and were hoping to start vacation care in the June/July holidays.

- The insurers are flying up from Melbourne next Friday to hand over a cheque.

  The rebuild drawings are proceeding and should be finalised in May. Tim is meeting with the Architect tomorrow.

  An Expression of Interest will go in the Beaudesert Times next week.

  Tim does have some say in the shortlisted tenderers.

- Term 2 calendar went out today.

7. **Treasurer’s Report**

This report is for March 2014 and is attached.

**MOTION:** I move that the Treasurer’s report be accepted.

Moved: Tracey Iselin  
Seconded: Mark Plunkett  
Carried

8. **Fundraising Convenor’s Report**

Liz is going to start arranging the Hibernian Race Day next week. It is on 24 May 2014.

Details will go in the newsletter.

Keiron is going to supply a canvas for the banner and Sue will make one for advertising at the front of the school. It was suggested to hang it in the tree.  
**Action:** KW / SK

9. **Sports Convenor’s Report**

Maryann wasn’t present at the meeting but it was agreed that Maryann does a great write-up in the newsletter and this gets to the parents.

Hannah Stewart has been picked to represent Queensland in the National Swimming Titles.
9. **Sports Convenor’s Report [cont’d]**

Tracey researched what the P&F have previously donated to representatives and based upon that, it was decided that the P&F would donate $200.00 for anyone picked for State and $350.00 for anyone picked for National.

Liz is happy to organise a snow cone day for this.  

**Action:** LG

The following motion was carried:

**MOTION:** I move the P&F donate $350.00 to Hannah Stewart to assist in costs of representing Queensland in swimming at the National Titles.

**Moved:** Keiron Walsh  
**Seconded:** Liz Gallagher  
**Carried**

10. **Performing & Visual Arts Convenor’s Report**

Tim read out Anne’s report.

The Salaka African Beat Interactive Drumming Tour will be at the school on 29 April 2014.

It was suggested the iPads that are needed for music and media arts also come out of the technology levy.

As stated in Item 4.1, Keiron is going to send out a budget for each convenor and then we can work out from there what the P&F can donate towards any items that are needed for each department.

11. **Uniform Convenor’s Report**

* Keiron and Judith reviewed the Winter Order and saved $10,000.00.

Aussie Born is happy to do embroidery only on the Microfibre jacket with us getting it made elsewhere. This has reduced the cost of the jacket down by $10.00.

It costs three times more to be made in Australia and the fabric is still from China.

We are also looking at any other huge price variations.
11. **Uniform Convenor’s Report (cont’d)**

- Judith is after storage perhaps lockable cupboards. It was agreed that the P&F could donate $500.00 to purchase these.

The following motion was carried:

**MOTION:** I move the P&F donate $500.00 to enable a cupboard be purchased for uniform storage.

**Moved:** Keiron Walsh  
**Seconded:** Dianne McClure  
**Carried**

- With the winter uniforms arriving, Judith is opening two days a week for an hour and a half. Judith is going to see Yvette to hopefully get a helper.

12. **Canteen Convenor’s Report**

Fiona wasn’t present at the meeting so naught to report.

13. **Maintenance Convenor’s Report**

The Working Bee is on Saturday, 10 May 2014. Mark and Tim are to get together to discuss what is needed.  
**Action:** MP / TS

Tim is also to check with the teachers and Cec to see if they have any maintenance that needs attended to.  
**Action:** TS

The pavers need levelling out and Sue has offered that Peter K will do this.  
**Action:** SK

Rats and mice baits need to be put into the ceilings.

Sue asked that the planter boxes be brought back out and perhaps placed in front of the classrooms on the verandah.

It was suggested that we start a Bush Tucker track around the school.

Debbie is going to organise a sausage sizzle at the Working Bee.  
**Action:** DB
14. **General Business**

- Susan is going to the P&F Conference held in Cairns.

- Susan will follow up to see when a representative from the P&F Association will join us at one of our meetings.  
  
  **Action:** SS

- Keiron thanked Sue for all her work in helping the children get their horse ready for the Brisbane Racing Carnivals Painted Horse Competition.

15. **Next Meeting / Close of Meeting**

The next meeting will be at 6.30pm, Wednesday, 21 May 2014. There being no further business the meeting closed at 8.24pm.

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These minutes were confirmed and adopted as true and accurate on ____________________________  

[date]

__________________________  

Signed by the President, Keiron Walsh