



P&F General Meeting: Bethania
St Vincent's College
Rockwall Crescent
POTTS POINT NSW 2011

MINUTES

P&F General Meeting – 14 August 2018

P & F Executive Committee:

Katherine Aitken	(KA)	President
David Cartmer	(DC)	Vice President
Nancy Macolino	(NM)	Treasurer
Michelle McPherson	(MM)	Secretary
Anne Fry	(AF)	Principal
Lyn O'Neill	(LO)	College Liaison

Present

Katherine Aitken, David Cartmer, Anne Fry, Arabella Joseph, Lara Laing, Michelle McPherson, Lyn O'Neill. Dialled in – Julie Mooney.

Meeting commenced at 6:40pm.

1. Welcome and Opening Prayer

- KA welcomed all to meeting.
- Opening prayer said by AF.

2. Apologies

- Nancy Macolino

3. Minutes from Previous Meeting

- Moved by KA, seconded by DC.

4. Issues Arising from Previous Meeting

- Nothing to report.

5. Principal's Report

- AF advised that Term 3's focus is on the current Year 12s and the preparations for their HSC are well underway. The process of selecting the new leadership team for 2018/19 has also commenced, with a noticeable depth of talent amongst the students.
- The school has received resignations from 3 of its longstanding staff members – Jeff Lowndes, Suzanne O'Connor and Annette Lawler. Deborah Quigley will also be moving out of the Head of English role. A few short term contracts have also ended. Positions are currently being advertised.

- David Osborne has been appointed as Director of Advancement, commencing 13 August 2018. The Director of Advancement is responsible for philanthropy, fundraising, community and furthering the interests of the school. David will be invited to the next meeting to update the P&F of his plan.
- AF expressed a need to put more emphasis on the areas of public speaking/debating/oratory in which the school did very well in competition recently. SVC has also had a successful term in Archdale debating. Training is underway for the Festival of Speech which takes place in October. AF suggested the P&F might consider a perpetual award or such in this regard, to bring more recognition and awareness to its development.
- In relation to the 160 Gala, AF acknowledged the community response was not enormous perhaps due to cost and timing, however was a good test for how much parents may be willing to pay for future events. Its important learn from this event - including the ticket price, how and when to market the event and when to hold it. The night was successful in raising funds and enjoyed by all who attended. Lara Laing added it's one of the best functions she's been to, having attended many. AF suggested there may be merit in holding another gala next year. LO added that expectations need to be set early for parents to be involved in school events. AF praised LO for her efforts in organising.

6. Treasurer's Report (presented by KA in NM's absence)

- There is a backlog of funds in the P&F accounts which needs to be spent, currently around \$220,000.
- Each year the P&F receives around \$87,000 from the P&F Levy, plus approx \$30,000 from the Spring Fair. These are the two main fundraisers throughout the year.

7. President's Report

- KA reiterated the need for P&F fund allocations to be transparent and benefiting the students who are attending the school now.
- KA agreed overall the 160 Gala was an excellent night and thoroughly enjoyed by everyone, regardless of numbers.

8. Allocation of Funds

- KA agreed moving forward a breakdown on how money is spent should be as follows:-
 - School – 60%
 - Parent Formation – 10%
 - Scholarship – 10%
 - Annual Admin & Accounting - \$5,000
 - Teachers / Students / Boarders – Remainder (based on merit)
- From the current \$220,000 in the account, the following was agreed:-
 - \$30,000 – to be retained as a buffer
 - \$8,000 - Library Coffee Station proposal. The P&F suggested to AF that the committee would welcome a further submission to expand the LRC initiatives by up to \$22,000 based on its merit
 - \$30,000 approx – fitout of roof deck
 - \$50,000 approx – changeroom refurbishment
 - \$50,000 approx – non-flammable furniture area outside student services
 - \$1,000 – P&F to purchase 1977 on the Turning Point being the year the P&F was founded

9. Spring Fair

- LO advised stall captains have been finalised and another meeting has been arranged for Wednesday 22 August.
- LO has arranged advertising on local shopper dockets.

10. General Business

- LO advised Fathering Project is going ahead with lots of momentum, with approx 38 families committed to the sleepout.
- Approx 270 bookings have been taken for the Father's Day dinner so far.
- It was suggested the booklist be released prior to the 'market day' held later in the year, to allow students/parents to purchase the correct books for the following year.

11. Next Meeting

- 6:30pm, Tuesday 6 November 2018.

The meeting closed at 8:06pm