**ST BERNARDINE’S CATHOLIC SCHOOL**

**PARENTS & FRIENDS ASSOCATION**

**MINUTES OF MEETING**

Tuesday 12th April 2016

**Attendees:** Darren Hutchison, Stacey Davis, Julie Lawson, Cherie Dailey, Scott O’Shea, Jean Claude Sabushimike, Jo Leitch, Annette Darlington, Mischa Hawker, Nick Gallen, Brent Johnston, Simone Flanderka, Brad Eastall, Lauren Harrison, Kate Thomas, and Catherine EMR.

**Apologies:** Isaac Naughton, Lisa Downey.

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Meeting opened in the new Library at 7:10 pm by – Darren Hutchison - President

**Minutes from previous meeting are accepted as a true and accurate record.**

Moved: Annette Darlington

Seconded: Jo Letch

Travel Money Card Balance as at 9th March 2016 $ 37, 032.00. Main purchases were uniforms and mother’s day gifts with uniforms being major income source. Treasurer mentioned that the committee be mindful of expenditure.

**Business arising from minutes**

* Hall fans still coming and looking to be installed after winter.
* Power issues with water bubblers and so an electrician is needed to do the work – Algester Electrical (?). Days after the meeting the tuckshop lost power to the fridges and freezers due to electrical faults with bubbler work. No food stocks were lost yet a replacement freezer is needed – possibly purchased by the school?
* Solar Panels have not been installed on the new library extension and the issue is still being discussed due to the costs associated with replacing the system and/or upgrading the system.
* An oven certainly needed 1 x 900 wide oven and the committee agreed that an oven should be purchased – Nick and Brent to follow up quote $13, 050. Grant ends soon

**Principals report – By Nick Gallen**

* Learning and teaching focus continues.
* Sporting carnivals all successful – being cross country, inter school sports and others.
* The Mother’s day stall to be held in the new library extension with the new trestle tables that the P n F Association has purchased.
* Naplan tests were discussed.
* Renewal area of Faith wed 18th May
* Welcome Father John with an invitation extended to him to join the P & F meetings on each 2nd Tuesday of the month – however this is his day off so he may be unable to attend.
* Strategic resourcing with fit out soon to occur for the new library extension.
* 2017 prep interviews start next week.
* Anzac day parade on Anzac Day at the Greenbank RSL commencing from Blackwell Street and we have an Anzac day liturgy on Friday 22nd of April in the memorial garden area.
* June meeting will have Brisbane master plan discussed.

**Correspondence**

* Signed off $50 voucher for Charlize Wimbus for her Met West titles

**Treasurers Report –**



**Uniform Shop report –**

* 36 interschool shirts sold. There were a number of hem issues with some uniforms yet these have been attended to. An order for jumpers has been placed and a large invoice is to be expected as 75 of each size in 4 and 6 was needed. Other sizes have been ordered yet not in that quantity. An order of 5 x size 18 has been placed as they are needed opposed to size 16 yet the P&F agreed that they not be charged over the actual jacket cost – being $22.45 + printing $2.86 (when ordering 50 – 99 jackets) therefore the jacket would cost $25.31 and it was agreed that the price of $27.00 not be charged. The uniform shop will sell no tights for girls. It was reported that the charlottes issues had been solved and the Uniform Shop was still awaiting hats.
* Stock costings will be done for the next meeting to ensure costs are being covered. Annette to look at pricing for 2016 prep packs and extra hours for 2016/2017 to ensure the office is well informed prior to prep enrolment packs being purchased.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| month |  | Badge | Hats | Socks | Jack | Culottes | Day |  | Polo | Sports | Zip | Tracksuit | Buttons | Second |
|  |  |  |  |  | Shirt |  | Shorts |  | Shirt | Shorts | Jacket | Pants | red/blue | Hand |
| Feb |  | 0 | 33 | 127pkt | 44 | 0 | 20 |  | 62 | 44 | 10 | 0 | 68 blue | 23items |
| 2016 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Month | SCHOOL BAGS | LUNCH BAGS | SCRUNCHIES |
| Feb | 2 | 5 | 0 ( none in stock) |
| 2016 |  |  |  |

**Council Representative Report**

Cherie Dalley – Logan City Council:

* Councillor Dalley elected Deputy Mayor
* Less attendance will be highly likely due to responsibilities expanding her current ones however she said that she would still be contactable.
* LCC has 3 new councillors – Division 4 Lawrie Koranski, Division 5 John Raven, and Division 6 Stacey MacIntosh. LCC has 6 women councillors being a part of it and a new Mayor Luke Smith.
* A recycling bin service was requested to Deputy Mayor Councillor Dalley and Brett Lee from Waste Management advised that “**Additional bins are available and the annual rate charge per bin is $65.00.  (That’s as long as the bin is presented on the footpath and there is no manual handling of the bin required of the driver.) The relevant application form is attached.  Please insert the number of bins you’d like in the box against; *I hereby accept a $65.00 per annum levy for a 240 litre recycle bin where the bin will be presented on the footpath for servicing.”*** As the school pays rates already to LCC are there not already charges being paid to LCC for recycling bin collection? A need to follow up and improve the current one recycling bin in the prep area and the one recycling bin provided in the undercover assembly area (which the tuckshop also utilizes). A contact has been given for follow up action - **Brett Lee | Waste Administration Program Leader | Waste Services Branch | Logan City Council Phone: 07 3412 5329 | Mobile 0411 723 636 | PO Box 3226 Logan City DC Qld 4114 |** [**brettlee@logan.qld.gov.au**](mailto:brettlee@logan.qld.gov.au)
* Bus stop seats and shelters requested around Sweetgum, Hillcrest, Peverell Street and Conifer Street and although this is Division 7 area Cncllr Dalley said she would look into provisions.
* LCC is looking for bus routes to accommodate 200K population expectations in the near future.
* Walking bus idea discussed again with Greenbank RSL perhaps the meeting place. Julie to follow up.

**General business**

* Titan shed quote obtained for a 3.1 x 3.1 $4,214.00, or a 4.5 x 3.1 x 2 = $5578.00 with slab and erected. A site was chosen at the rear of the school near OHSC and the caretakers sheds. A Stratco shed quote was also obtained. Darren to follow up and decide on best value for money.
* Shipping container donation was discussed.
* Mothers’ day storage area certainly warranted for other P & F equipment.
* Council approval not needed and rodent proofing up to school and P & F.
* A “Well-being” day is set for Week 6 or 7- with free coffee idea discussed for teachers paid by P&F and Simone to include this in her project.
* Wayne is paid $7K/annum
* Sunshine Classics costs $10K/annum
* $16K expense for hall fans which can be fitted later in the year after winter.
* $5K expense for tuck shop upgrades and oven and now freezer.
* $3K expense for cold water bubblers
* Bendigo Bank Manager Scott …. Darren will be speaking to him to ask for donation for a dishwasher
* Darren to approach Bunnings in request for 5 bins to facilitate recycling wastes other than paper
* Tender being put out for new cleaning contractors - school

**Tuckshop Update**

* Ovens, cabinetry and dishwasher quotes have been provided to school and the suggestion was made that the decisions be made by May with the work done June July holidays. Denita to get back with skilled tradesperson.
* Recycling bins needed in tuckshop to reduce MSW and associated expenses, plus accommodate sustainability thread with the rest of the school / society.
* A 2IC position was requested and the P&F was asked for $25K or less to assist with the initial remuneration expense until the tuckshop became more profitable. All figures indicate that this will be a certainty as QKR orders are increasing the daily takings and the weekly takings are increasing accordingly. Nick said he would be looking at casual position hired through school or contracted – unanimous decision made. Nick to follow up advertisement for the position vacant.
* Bench idea scrapped.

**Meeting Closed:** 8:39 pm

**Next Meeting:** Tuesday 10th May, 2016 at 7pm, in the Library.