

June 13, 2017



**Minutes of the Whitsunday Anglican School Parents and Friends Assoc. Inc.
Meeting Held on Tuesday 13th June, 2017, RB Hall Foyer at 6.00pm**

Attendance: Lawrence Booth, Andrea Ranson, Tania Caldwell, Julie Smith, Rebecca Wesson, Narelle Crowe

Item	Comment/Action	Who/What	When
1. Welcome	Given by Lawrence Booth		
2. Apologies	Maria McIvor, Jasmin Jones, Mick Martin, Leanne Clout, Karen Owens, Lucy Lauder, Steven Austen, Sarah Wright, Amanda Borg, Kelly Novasel, Gayna Turnbull, Chris Raines, Emily Wicks, Bilkis Salman, Toyin Adenji, Bindu Kuldeep, Clint Withers		
3. Minutes of Last Meeting	Minutes of Meeting on Tuesday 9 th May, 2017 tabled	Tabled by Lawrence Booth	
4. Matters Arising	Jasmin Jones Farewell The significant and on-going contribution and support by Jasmin Jones to the PF was acknowledged as invaluable and greatly appreciated.	PF expressed its appreciation of Jasmin's skill, enthusiasm and dedication. Jasmin has been instrumental in supporting past and present Members of the PF, PF Initiatives, the PF Family Fun Day and PF vision and development.	Jasmin will be missed and the Committee wish her well in Brisbane. Committee presentation of Flowers and Card to be presented to Jasmin the following morning at School as Jasmin could not make the Meeting.



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<p>5. Correspondence</p>	<ul style="list-style-type: none"> • Request by Steven Austen to support WAS Sport by funding the purchase of a Single Scull Row Boat sponsored by the PF (\$5,500.00) • Exchange of e-mails relating to Coffee Van facility and J&J Wired Bird / alternative options • Exchange of e-mails in appreciation of PF support of JS Disco Parent Zone 2017 • Exchange of e-mails with Rebecca Wesson in researching potential Colour Run as Fundraiser to present to the School for consideration • Father's Day Promotional Correspondence from Wholesaler • Letter from Turnbull Government advising Government funds to increase to WAS 	<ul style="list-style-type: none"> • Discussed by Lawrence Booth 	



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6. Treasurer's Report	<ul style="list-style-type: none"> Financial Report tabled by Treasurer 	<p>PF remains in good financial health, with WAS Mart performing well and the Tuckshop making a small return which is positive.</p>	<ul style="list-style-type: none"> Treasurer confirmed that the PF require working capital of \$80,000 in the PF Bank Account at any given time to cover WASMart and Tuck Shop. End of Financial Year for PF is August, not July.
7. Principal's Report	<ul style="list-style-type: none"> NIL 		
8. Tuckshop Update	<ul style="list-style-type: none"> Rebecca reported that the Tuckshop is continuing well, and as per the Treasurers Report, providing a small return. 	<ul style="list-style-type: none"> Rebecca reported that the Tuckshop would welcome parent volunteer support. 	<ul style="list-style-type: none"> Rebecca will put a call out for parent volunteering.
9. WASMart Update	<ul style="list-style-type: none"> As reported in the Treasurer's report, WASMart has continued to operate well. 		
10. P&F's Contribution to Junior, Middle, Senior Schools	<ul style="list-style-type: none"> Heads of Sub-Schools to submit potential projects to the ELT for consideration at subsequent P&F Meeting 	<ul style="list-style-type: none"> Ability for any Member to raise opportunities for the PF to fundraise or contribute to the School 	<ul style="list-style-type: none"> Ability for Heads of Sub-School to discuss potential items and projects that PF may be able to support
11. PF Family Fun Day	<ul style="list-style-type: none"> With President Transition and Jasmin Jones relocating to Brisbane may need to defer until next year as running out of time 	<ul style="list-style-type: none"> Rebecca identified possible event for this Year – Colour Run – feasibility and costs being researched to present to ELT for consideration. 	<ul style="list-style-type: none"> If Colour Run Event were to be approved for 2017, date and details need to be confirmed ASAP – Term 3 or 4.



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12. PF President Transitional Period Ending 12.1 PF Vice President Role 12.2 Secretary Role 12.3 P& F Fun Day, Events & Fundraising Co-Ordinator 12.4 Social Co-Ordinator	to realistically plan with Outdoor Education Week in Term 3, and hotter weather in Term 4.	<ul style="list-style-type: none"> Possible larger style P & F Fun Day to be scheduled for June 2018 	<ul style="list-style-type: none"> Colour Run could be a stand alone fundraiser for MS Playground / ELT upgrades to sports precinct – ELT to endorse objectives.
	<ul style="list-style-type: none"> Lawrence Booth will retire from position of President at the next PF Meeting. Service of 10 years by Lawrence in the role. 	<ul style="list-style-type: none"> Andrea Ranson is incoming President as per February 2017 AGM VP role will be vacant and call out for nominations to be put Secretary position – needs to be confirmed. Contact Clint Withers to confirm if he is continuing. With Jasmin leaving – newly appointed WAS Marketing/Communications person to be invited to PF. 	<ul style="list-style-type: none"> Leanne Clout identified as potential Secretary if Clint Withers is not continuing. Leanne physically receives the PF Mail at WAS Reception. P&F Fun Day, Events & Fundraising Co-Ordinator – Rebecca Wesson supported by Julie Smith, Amanda Borg Social Co-Ordinator (Friend Raising) – Julie Smith supported by Lucy Lauder
	<ul style="list-style-type: none"> ELT & Board Planning & Endorsement required for infrastructure projects. P&F support of projects can take various forms – including In Kind (calling for volunteer labour/services) 	<ul style="list-style-type: none"> As a legal entity PF can also apply for Grants. Grants & Sponsorship requests are to be ELT endorsed. 	<ul style="list-style-type: none"> P& F continue to support establishing WAS central register for Grants Applications – provides conflict check and historical data base for School.
13. P&F's Fundraising Initiatives – Future Growth			



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14. P&F Support for Initiatives 14.1 Middle School Table Tennis 14.2 WAS Sports – Single Scull Row Boat 14.3 Middle School Playground 14.4 Junior School – Family Zone & BBQ	<ul style="list-style-type: none"> PF pledged \$650.00 to Middle School for purchase of an additional Tennis Table 	<ul style="list-style-type: none"> P&F Planning Day to be arranged Request that MS look at whether it is possible to support local business in the purchase 	<ul style="list-style-type: none"> Heads of Sub-School identifying Grant opportunity to raise with ELT. Aim is to support and encourage girls to play table tennis Long wait to play with only 2 tables WAS sporting achievements in Table Tennis through MS initiative of introducing tables
	<ul style="list-style-type: none"> PF pledged to contribute \$5,500.00 to WAS Sports for the purchase of a Single Scull Row Boat 	<ul style="list-style-type: none"> Significant purchase Request for funds made by Steven Austen, WAS Business Manager 	<ul style="list-style-type: none"> P&F request that PF Association logo appears on Row Boat and PF is acknowledged for contribution
	<ul style="list-style-type: none"> PF continue to support progress in MS to promote social, emotional, physical health and interaction in MS 	<ul style="list-style-type: none"> PF would fundraise to enable a zone to be established in the MS MS have raised funds to date, PF willing to assist further 	<ul style="list-style-type: none"> ELT & Board planning and endorsement Colour Run Fundraiser Gambling Grant supporting infrastructure and shade \$35,000
	<ul style="list-style-type: none"> PF continue to support progress in JS to promote Parent & Family Friend Raising 	<ul style="list-style-type: none"> PF identified that a volunteer call-out may assist with establishing a Family Zone 	<ul style="list-style-type: none"> ELT & Board planning and endorsement



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14.5 WAS Breakfast Seminars	<ul style="list-style-type: none"> • Currently on hold 	<ul style="list-style-type: none"> • Many O/S families, promoting opportunities to interact • P&F support when request received 	<ul style="list-style-type: none"> • No update at this stage
14.6 Senior School – Hospitality Qualification	<ul style="list-style-type: none"> • P&F continue to support school based practical skills training and facilities 	<ul style="list-style-type: none"> • P&F support when request received 	<ul style="list-style-type: none"> • No update at this stage • Fundraiser and/or Grant/Sponsorship with ELT endorsement
15. Next meeting	Next meeting will be held at 8:30am on Tuesday 25 th July 2017	Foyer, Ron Bourne Hall	