St Columba’s P&F General Meeting Minutes

Date: Monday September 1st 2014

Opened: 5:09pm

Present: Julia Englert, Glen Brown, Dave Kiel, Nicolette Vaughan, Alana Kerin

Apologies: Rana Hunter, Yenda Kerin, Mel Kiel

Motion: That apologies be accepted.

Moved: Nicolette Vaughan

Seconded: Glen Brown

Carried

Minutes from Previous General Meeting:

Read by Dave Kiel

Motion: That minutes from the previous P&F general meeting held on Monday July 28th 2014 be accepted as true and accurate record.

Moved: Dave Kiel

Seconded: Nicolette Vaughan

Carried

Business Arising from the Minutes:

Staff room step:

Peter Brown conducted a site visit last Friday; work to be completed once Peter has finished his current job (likely prior to year end).
Yeoval Phone Book Fundraiser:

Mel Lees is collating information. Once completed, Glen suggested that approximately three people to proof read etc prior to printing and distribution. Glen to see Mel next week so will progress.

Bore Repairs:

No change: installation will occur over the next few months, as scheduled.

Tree removal:

Glen Brown has decided against A1 Trees and has now acquired the services of Bruce Smith, Orange based arborist. Bruce has been out August 8th to inspect site with Glen; he will complete all necessary work including removing hazards, trimming some trees and has identified those trees that could be kept. Quote received was approximately $3,200, to be covered by the Catholic Education Office. Work likely to be completed in next few weeks. Glen to check what Bruce will do with the wood chips once work is complete.

Yeoval Show Morning & Afternoon Tea Catering:

Glen had discussion with Alf Cantrell. Show Society has made $100 donation.

Correspondence In:

Nil

Correspondence Out:

Nil

Treasurer’s Report:

As presented by Julia Englert (presented by Julia, copy attached).

Motion: That Treasurer’s report by accepted.

Moved: Dave Kiel

Seconded: Nicolette Vaughan

Carried
**Principal’s Report:**

As presented by Glen Brown (presented by Glen, copy attached).

**Motion:** That Principal’s report be accepted.

**Moved:** Glen Brown

**Seconded:** Nicolette Vaughan

Carried

**General Business**

1. **3 Way Athletics Carnival: Thursday September 18\textsuperscript{th} 2014**

   Note to call for helpers for events and canteen etc will go out in coming weeks.

2. **Wedding Catering Saturday October 4\textsuperscript{th} 2014**

   Parkes family have visited and very happy with proposed menu.

   Deposit has been requested ($400) and final payment to be made on the night or prior. Two weeks prior to event numbers are to be confirmed.

3. **Other Agenda Items:**

   **P&F Visa Debit Card**

   **Motion:** That Julia can proceed with ordering a visa debit card (with principal card holder = Glen Brown, no additional card holders) for P&F with a $999 limit. A process will be documented to clearly outline the use of this card.

   **Moved:** Nicolette Vaughan

   **Seconded:** Dave Kiel

   Carried

   **Next P&F General Meeting:** Monday November 3\textsuperscript{rd} 2014, 5pm

   **Meeting Closed:** 6:05pm