

**Kennedy Baptist College Parents and Friends Association
General Committee Meeting Minutes 28-4-21
6:30 pm Staff Lounge**

Present: Mark Ashby, Marie Spires, Pete Gough, Sharon Doubell, Michelle Marshall, Katherine Arnold, Renee Puizina, Vickie Howie, Glenn Elliott, Anita Cagney,

Apologies: Anisah Dickson: Hellen Nolan, Michelle Marshall

AGENDA ITEM	DISCUSSION	ACTION	WHEN	BY WHOM
President's Welcome	Renee Puizina welcomed all the parents and friends to meeting.			
Opening Prayer	Mark Ashby			
Conflict of Interest	None declared.			
Previous Minutes	Minutes of General Committee Meeting 10-2-21 accepted	Moved : Marie Spires Seconded: Glenn Elliott		

ACTIONS OUTSTANDING				
Fundraising – Bunnings Sausage Sizzle	Date Selected - July 24 th			
	Coordinator: Marie Spires			
	Dates to be confirmed with Bunnings	Renee to confirm dates with Bunnings	Pre May 19 th	Rene
	Public Liability Certificate	Certificate to be updated and given to Bunnings	ASAP	Rene

AGENDA ITEM	DISCUSSION	ACTION	WHEN	BY WHOM
Suggestion for further fundraising	Selling Cookie Dough Has potential but needs further investigation Proposed timing: Term 3/4	Further investigate the opportunity	Term 2	Renee
P&F Spending Support	In 2020 a criteria was developed to help plan P&F spending and support. The exercise of using the criteria was not completed in 2020 and will be carried out in 2021	Mark to reassess support requirements with Dept Heads	By next meeting	Mark Ashby
P & F Newsletter	Please forward Renee any items for inclusion in future newsletters. Will use the Newsletter as a communication tool for Open Day preparation/recruiting volunteers	All to send items for inclusion	On-going	All

STANDING AGENDA ITEMS				
Reports:	Discussion	Action	WHEN	By Whom
Principal's Report	Principals report delivered by Mark. Topics covered included: <ul style="list-style-type: none"> • Impact of COVID-19 • Fully enrolled for 2022 • Twilight tours very popular – booked out • Awaiting architect for additions to campus facilities • Survey on-going. Will bring findings to the next meeting • Discussed re-registration 	NA		
Treasurer's Report	Marie Spires presented the Treasurers Report Balance: \$17,700 – no movement in or out since last report.	NA		

AGENDA ITEM	DISCUSSION	ACTION	WHEN	BY WHOM
NEW BUSINESS				
Preparation for Open Day	Open Day Date – August 21 st 11.00 to 15.00 Anisah will run the cake stall again Tim Coffee van is ok Suggested that we buy jars this year – to be investigated further Better manage food donations	Investigate cost and availability of jars	TBD	Sub-committee
Open Day Sub Committee	Call for volunteers (can use sign-up) Sub Committee meetings: <ul style="list-style-type: none"> - May 19th 5.00pm Board Room - June 23rd 5.00pm Board Room 			
OTHER BUSINESS				
Potential further fundraising idea.	Suggested that a “Colour Run’ is a good opportunity to raise funds. However, will require approval from Murdoch University.	Mark to approach Murdoch Uni regarding a colour run on the oval.	July??	Mark

Meeting closed: 7.25 pm