



**1. THE ASSOCIATION OF THE PARENTS AND FRIENDS
OF MT ST MICHAEL'S COLLEGE, ASHGROVE**

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pandf@msm.qld.edu.au

PRESIDENT: Anne O'Keeffe
SECRETARY: Helen Roche
TREASURER: Dennis Fachin
VICE PRESIDENT: Alex Moloney

**Minutes of Mt St Michael's P&F Association
Meeting Monday 11 February 2019**

The meeting opened at 6.03pm.

Attendance (15): Anne O'Keeffe, Helen Roche, Alex Moloney, Sharon Volp, Richard Peace, Martyn Hancock, Lou Bennett, Anna Colbertaldo, Vicki Wilson, Maria Oliveri-Calabrese, Mandy Purcell, Christine Lenthall, Josephine Garbellini, Lisa Alexiou, Rhonda Fowler

Apologies – Dennis Fachin, Martine Kierpal

1. Opening of meeting, introductions and welcome by President
2. Opening Prayer – by Sharon Volp – by Marianne Williamson
3. Minutes of last meeting (AGM) finalised -

Moved: Mandy Purcell
Seconded: Anna Colbertaldo

4. Voting of new Vice President

Alex Moloney nominated for Vice President of MSM P&F following the resignation of Kath Innes at the AGM in November 2018.

Moved: Maria Oliveri-Calabrese
Seconded: Helen Roche

5. Correspondence – None
6. Principal's Report – Sharon Volp

Sharon advised that it has been an extremely busy start to the school year with just some of the events listed below.

- a. Opening Eucharist and commissioning of school leaders.
- b. School Swimming Carnival which was won by Stewart for the first time in 15 years.
- c. Year 7 Father/Daughter breakfast.
- d. Year 12 Information Evening.
- e. Building work has commenced on refurbishing the interior of the old Convent of the Sisters of Charity to convert it into an Innovation Centre for the students. This will combine the old Learning Support area, an exam hall, a space for teacher's assistants (2 more have been employed to commence in 2019) and pod areas which can be used for multiple purposes. It is hoped that the work will be completed in time to move in during the Easter school holidays. Building Fund money will be used for this project.
- f. Vicki Wilson is a new member of the MSM team, Director of Marketing, Communication and Development, which will work on marketing for all aspects of the College.

2. Treasurer's Report

In Dennis Fachin's absence, Helen Roche tabled the Treasurer's Report. Appendix 1. Closing balance from last meeting on 5 November 2018 was \$24,166.72 and balance at 10 February 2019 was \$23,395.62.

\$14,000 will be presented to the College for the Scholarship Fund at the Mother/Daughter High Tea in March.

Mandy Purcell presented \$105 cash for the sale of the remainder of the lanterns from the Mother's Lunch. Anne O'Keeffe will advise Dennis Fachin when this is banked.

3. Foundation Report

- a. There has not been a Foundation Meeting for 2019. Once the Board Meeting has been completed this will occur and a report will be presented at the next P&F Meeting.

2. Mother's Lunch

- a. Date for lunch is 30th August 2019.
- b. Maria Oliveri-Calabrese, Anna Colbertaldo, Mandy Purcell and Martine Kierpal will return as the Committee for 2019.
- c. The premise for the Mother's Lunch will be based on the theme for the Grade 12s for 2019, which will be announced on 12 February.
- d. A meeting will be arranged between the Mother's Lunch Committee and the P&F Executive after the next P&F meeting.

3. General Business

a. Just One Thing Campaign

- i. The Just One Thing campaign encourages each family to contribute to the Mt St Michael's College Ashgrove community by volunteering for a variety of tasks and events over the year. There has been a very positive response this campaign which has taken a great deal of collaboration and work between different areas of the College. Try Booking is being used for volunteers to register.

b. College Fundraising Wish List.

- i. Sharon Volp tabled a list (Appendix 2) in no particular order of preference or urgency for projects that require funding. This list will be discussed and voted on at a future P&F meeting.
- ii. Sharon thanked the P&F for contributing to the funding of the Scholarship Fund and advised that the money will go to help disadvantaged girls for the entire 6 years of their schooling. The first students to utilise the scholarship have commenced at the College in 2019. The long-term goal is to have enough money in the Fund so the College is only using the interest for the scholarship. (NB - to date the P&F has donated \$32,400 + \$14k to the Scholarship Fund)
- iii. Mandy Purcell stated it would be useful for Sharon Volp to advise the ladies at the Mother's Lunch that there are now students utilising the Scholarships and how it works. Knowing that, would add enthusiasm to purchasing raffle tickets and making donations.

Mandy Purcell also stated that the original Mother's Lunch Committee (whose girls have now left the College), started the event to raise money for the Scholarship Fund.

Vicki Wilson suggested it might be beneficial for the Mother's Lunch to have a name eg Sisters of Charity Scholarship Lunch, so people are aware of where their money will be used.

The P&F Committee has always had the discretion to determine how any money raised is allocated.

Maria Oliveri-Calabrese suggested that the funds raised at the 2019 lunch could be split between the Scholarship Fund and other school projects so that all the girls benefit. This will be discussed at a future P&F meeting.

c. Facebook Groups –

As the P&F Facebook page is public facing, there are now closed groups linked to the P&F page for specific purposes. This means there's one central point for parents to get their information.

- i. Music Support Group
- ii. MSM Ashgrove Parents Group
- iii. Second Hand Uniforms and Books
- iv. Parent Year level groups
- v. Mother's Lunch (coming soon)

d. Social Events

- i. Year 7 Parents Welcome – 124 people booked as at 11 February – Friday 15th February
- ii. Father's Golf Day – 17th May – tickets on sale soon
- iii. The Queensland Theatre Company is putting on a production of "Fan Girl" in September/October. This may be an opportunity for mothers, daughters and past pupils to have a night out. Enquiries are being made about costs and dates.

e. General Discussion

- i. Music Camp – Lou Bennett would like to acknowledge the efforts of Nat Malczewski and Marianne Schmidt for their assistance with the music support group and tireless effort at the Music Camp. Anne O'Keeffe will be meeting with the ladies in the next few weeks and will pass on the thanks of the parent body.

- ii. Josephine Garbellini raised the question as to why there are currently not camps for the girls in any grades. Sharon Volp advised that she is not opposed to this however, when she took over as Principal in 2017 there was no structure in place for this and that staffing, venues and timing are the main obstacles to camps at this stage.

Rhonda Fowler asked whether Retreat Days could morph into overnight camps. Sharon Volp advised that some of the schools have actually purchased venues which they use but MSM does not have this structure in place.

- iii. MSM Open Night – 1 March. The event requires a lot of work and has a few volunteers already registered. Sharon Volp advised that this event will occur on this date this year, regardless of the weather.

Christine Lenthall asked how information will be relayed to volunteers for tasks required, given there is no P&F Meeting prior to the event. Anne O’Keeffe advised that she will be in touch with all volunteers once the Year 7 Parent’s Welcome has occurred on Friday 15th February.

- iv. Christine Lenthall raised a question regarding the cost of text books and stationery for the girls. She stated that other schools purchase licences for text books which they can then pass onto the students for a cheaper price than purchasing the actual books. Christine is happy to look at this and run it as an ongoing item. If anybody has any information regarding how this works at other schools please pass this on to the P&F. Ros Collier, Deputy Principal, Curriculum may have some thoughts on this process. Sharon will organise a meeting.

The P&F is always happy for parents and friends to raise discussion points. To ensure that the appropriate College representative is at the meeting to address issues, agenda items should be submitted in writing to pandf@msm.qld.edu.au and, after consultation with the Principal, will be added for the next meeting.

- 4. Close of Meeting – 7.07pm

Next meeting: 6pm Monday 11 March 2019

APPENDIX 1

MSM Parents & Friends				
Treasurers Report				
as at 10th FEBRUARY 2019				
Closing balance brought forward from last meeting 30/09/18 :				
BoQ MSM P&F Daily Account				\$ 24,166.72
Income since last meeting:				
Date	Name	Description		Amount
16-Oct-18	Bank of Qld	Mothers' Lunch - Sale of 7 Lanterns	Cash	\$ 225.00
31-Oct-18	Bank of Qld	Interest on Account	online	\$ 3.07
9-Nov-18	Bank of Qld	Art Alive - MSM Payment for EFTPOS, Commission & Expenses	Dir Dep	\$ 1,172.00
30-Nov-18	Bank of Qld	Interest on Account	online	\$ 2.88
31-Dec-18	Bank of Qld	Interest on Account	online	\$ 2.97
31-Jan-19	Bank of Qld	Interest on Account	online	\$ 2.98
				\$ 1,408.90
Expenses since last meeting:				
Date	Name	Description	Method	Amount
5-Nov-18	Bailiwick Group	2017/18 Annual Audit	EFT	\$ 385.00
13-Nov-18	Brisbane Wedding Cakes	Graduation Dessert - 2-Tier Cutting Cake	EFT	\$ 225.00
13-Nov-18	Heather Dent	Graduation Dessert - 9 Large Chocolate Mud Cakes	EFT	\$ 1,320.00
28-Nov-18	Anne O'Keefe	Coles - 5 x \$50 gift cards for Mtce & Admin staff	EFT	\$ 250.00
				\$ 2,180.00
Net Cash Movements (Income less Expenses)				-\$ 771.10
Opening Bank Balance Less Net Cash Movements				\$ 23,395.62
Balance as per bank Statement 10/02/19				\$ 23,395.62
Difference (Should Always be Zero)				\$ -

APPENDIX 2



MT ST MICHAEL'S COLLEGE

IN THE TRADITION OF THE SISTERS OF CHARITY

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11 February 2019

Dear Members of the MSM P and F

The P and F has been very generous in previous years in your support of the *Sisters of Charity Scholarship Fund*. This worthy cause will remain a focus for fundraising for the Foundation.

Thank you for the opportunity to put forward some additional ideas for potential funding for 2019 and I respectfully put forward the following proposal for your consideration.

Department	Items	Proposed Cost
Technology	VR Modelling	1 950
	Laser Cutter	4 724
Library	Furniture	660
Music	Musical Instruments	3 000
Science Equipment	Microscopes	3 000
	Pascal IT equipment	
	DNA Electrophoresis Kits	
Innovation Centre (new home for the Learning Enrichment Centre)	Furniture	10 000
Professional Development for Staff	Mental Health First Aid Training for Staff	2 500

Any funding towards any of these items would be appreciated by the students and staff of MSM.

Kind regards

Sharon