

**PARENTS & FRIENDS ASSOCIATION  
ANNUAL GENERAL MEETING  
MINUTES**

**Tuesday, 4 December 2018**

**Venue:** Good Shepherd Catholic School (GSL) School Hall

**Attendance:**

Aaron Debono  
Adelina Kusabs  
Amy Naylor  
Angela Donisi  
Anita Lombardi  
Ann Cutler  
Anthony Palmer  
Bianca Cuticone  
Cassandra Lembo  
Catherine Lucente  
Chloe Velliari  
Chris Caridi  
Connie Mezzatesta  
Dominik Swalksi  
Elesia Pappas  
Fran Atkinson  
Genie McGrath  
Helen Lornie  
Helen Millard  
Helen Tomazin  
Holly Vecchio  
Iolanda DiCiano  
Italia Vaccaro

Jackie Huntington  
Janet Klaver  
Jenny Lazzaroni  
Jenny Lord  
Jess Farano  
Jess Heketa  
Jill Pearce  
Jim DiCarlo  
Joe Lembo  
Joe Scriva  
Katie Webb  
Katrina Jenkins  
Kristen Pesce  
Krystal Barlow  
Kylie Debono  
Lauren Barbaro  
Leanne Barns  
Lisa Dean  
Lisa Manafold  
Lorena Princi  
Luisa Panaia  
Marija Muccilli  
Melissa Ontal

Monica Dsubial  
Nadia Campbell  
Nathan Barns  
Nicole Sadler  
Olly Blatchford  
Rachel Cairney  
Rebecca D'Andrea  
Renee Butler  
Sandra Palmer  
Sara Andacic  
Shannon Tori  
Silvia Scriva  
Siobhan Darge  
Stefania Musbah  
Steve noble  
Sue Ammendolea  
Suze Beros  
Tracy Mellican  
Wendy Pendulla

**Apologies:**

Caren Mahoney  
Fr Al Leong

Rebecca Michaelson  
Siobhan Kelly

Tony D'Andrea  
Vanessa Reedman

**Meeting Opened:** 6.45pm

**CONFIRMATION OF PREVIOUS MINUTES:**

It was resolved that the Minutes of the Annual General Meeting of the Parent's & Friends Association held on Tuesday, 28<sup>th</sup> November 2017 be accepted as a true and correct with no amendments to previous minutes.

**Moved:** Holly Vecchio

**Seconded:** Helen Lornie

## **BUSINESS ARISING FROM MINUTES:**

There is no business arising from the previous AGM minutes

**MOVED:** Jessica Heketa    **SECONDED:** Nathan Barns

## **TREASURER'S REPORT:** Tabled by Silvia Scriva

S Scriva noted that there is no longer a requirement for the financial statements to be audited, only reviewed. It was resolved that the Reviewed Financial Statement for the GSL Parent's & Friends Association be accepted – refer attached.

P&F Levy 2019 - \$75 per family  
\$20,130.87 - Opening Bank Balance as at 01<sup>st</sup> November 2017  
\$36,660.10 - Closing Bank Balance as at 31<sup>st</sup> October 2018

**MOVED:** Holly Vecchio    **SECONDED:** Chris Caridi

## **PRESIDENT'S REPORT:** Tabled by Cassandra Lembo

It was resolved that the President's Report be accepted (attached).

**MOVED:** Rebecca D'Andrea    **SECONDED:** Genie McGrath

## **ELECTION OF OFFICE BEARERS 2018:**

### **Committee**

Genie McGrath	Sara Andacic
Holly Vecchio	Sandra Palmer
Nadia Campbell	Tam Puglisi

There being no objections, the above candidates are therefore all ELECTED UNOPPOSED.

**MOVED:** Lisa Deans    **SECONDED:** Holly Vecchio

## **CLOSING PRAYER:**

Our Father

**MEETING CLOSED:** 6.55pm

**Good Shepherd Catholic School  
Parents & Friends Association**

*Bank Reconciliation*  
01/11/17 - 31/10/18

Opening balance 01/11/17	\$ 20,130.87
Income	\$ 47,722.16
Expenses	\$ 31,192.93
Closing Balance 31/10/18	\$ 36,660.10
Bank statement balance as at 31/10/18	\$ 36,660.10
Diffs	\$ -

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**Good Shepherd Catholic School  
Parents & Friends Association**

*Event Summary*

01/11/17 - 31/10/18

Other Income

Interest	\$	41.69	
School Banking Commission	\$	1,666.45	
P&F Levy	\$	24,140.89	\$ 25,849.03

Fund Raising

Disco - Nov 2017	\$	145.29	
TWD Sausage Sizzle - Dec 2017	\$	335.54	
Ezi Covers Commission - Dec 2017	\$	106.15	
Entertainment Book - Jan 2018	\$	686.00	
Fun-A-Thon - May 2018	\$	5,327.98	
Disco - Jun 2018	\$	607.74	
Bunnings Sausage Sizzle - Jun 2018	\$	1,562.34	
Movie Night - Aug 2018	\$	397.55	
Quiz Night - Oct 2018	\$	1,307.80	\$ 10,476.39

Friend Raising

Sundowner - Feb 2018	\$	(1,543.30)	
School Camp Out - Feb 2018	\$	(141.15)	
Hot Cross Bun Day - Apr 2018	\$	(430.65)	
Mothers Day Stall - May 2018	\$	(637.20)	
Mothers Day Stall - May 2019	\$	(817.70)	
Scholastic Book Fair - Aug 2018	\$	(37.60)	
Fathers Day Stall - Sep 2018	\$	(880.45)	
Ride to School Day Refreshments	\$	(37.78)	
Surf Sale Online Seminar	\$	(423.36)	
Graduation - 2017 Graduates	\$	(1,478.77)	
Graduation - 2018 Graduates	\$	(1,143.50)	\$ (7,571.46)

Other Expenses

Float	\$	(400.00)	
Stock	\$	(279.83)	
PFF WA Affiliation Fee	\$	(1,844.90)	\$ (2,524.73)

Items Purchased in 2018

Sustainability program	\$	(3,000.00)	
Sensory program	\$	(2,000.00)	
Table tennis	\$	(1,000.00)	
School canopies	\$	(3,700.00)	\$ (9,700.00)

**\$ 16,529.23**

The President  
Parents & Friends Association  
Good Shepherd Catholic School

Dear President

***Review of accounts for the year ended 31<sup>st</sup> October 2018 to be communicated to the Parents & Friends Association.***

I am pleased to inform you that I have completed a review of the financial records for the year ended 31<sup>st</sup> October 2018. I would like to take this opportunity to provide a brief overview regarding the work that was performed, and the findings of that work.

My responsibility in relation to the review was to form and express an opinion on the financial report, which has been prepared by the P&F Treasurer.

I have found no issues to note in the reporting of the reviewed 2018 financials

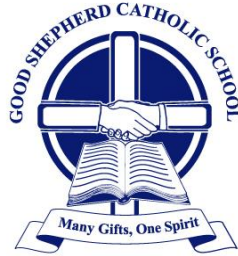
I am pleased to advise that as a result of my review, I am able to issue an unqualified opinion in regard to the financial statements.

I found that the account processes and financial report were acceptable, and I encountered no significant difficulties in the conduct of the review.

Yours sincerely



Vida Carlino  
Director Inspiration Source.  
1<sup>st</sup> December 2018



## **PARENTS & FRIENDS ASSOCIATION** **ANNUAL GENERAL MEETING**

**4<sup>th</sup> December 2018**  
**President Annual Report**

The Good Shepherd Parents and Friends Association has had another action-packed year. The 2018 P&F Committee is a diverse group all coming together to cover 3 very important areas: Fundraising; FriendRaising; & School Community; and I do believe we have covered each one to the best of our ability.

We have followed on from our 2017 goals and continued to work towards improving our connection with the whole school community in all of our events.

We have done this through our Facebook page and in conjunction with the school app, both of which have assisted this by giving us maximum exposure and connection to our school community.

The 2018 P&F Committee this year comprised of Rebecca D'Andrea (Vice President), Silvia Scriva (Treasurer), and Nicole Sadler (Secretary). Many thanks go to Kylie Debono for her contribution as Secretary for Semester 1.

In addition, we have a wonderful group of committee members – Nadia Campbell, Jessica Heketa, Genie McGrath, Steve Noble, Sandra Palmer, Tam Puglisi (Facebook coordinator), Rebecca Sharman & Holly Vecchio. Along with a long list of parent helpers that make each and every one of our events a true success. Their contributions have been invaluable and without their commitment we would not have achieved so much.

Fundraising Events for 2018 included our 2<sup>nd</sup> School Camp Out. This was a great community building event. It was wonderful seeing families camping for the first time, seeing all the kids interacting and the Dads bonding around the Campfire. Other fundraising events also include the Mother's & Father's Day stalls; Discos; TKD sausage sizzle and Entertainment Books which are always a winner.

Our biggest fundraiser for the year is our annual Fun-a-thon which raised a staggering \$5,838.20. The kids had a blast with the addition of new obstacles which were made that much more entertaining with the music and our energetic sports teacher Mr B joining in. Along with this, we also had a very successful Bunnings Sausage Sizzle selling over 800 sausage raising a total of \$1,562. This was even supported with a team of teachers who took on a session of cooking.

The Scholastic Book Fair held in August was also very successful and we are hoping that our commission from the total sales will allow us to purchase the 2019 Lit Pro program. A highlight of the book fair for the second year in a row was storytime with the wonderful Mrs Caridi. As always she drew a big crowd again with over 85 children staying after school to hear her awesome stories all while enjoying popcorn & juice.

Our first FriendRaising event for 2018 was kicked off with the annual Sundowner. It was a lovely evening with over 300 people attending. The bouncy castle & the numerous sporting activities available to the children proved to be a hit. It was also wonderful to have Father CJ and several teachers attend and join in on all the fun.

Throughout the year, we continued to embrace and grow with the school community. This includes the ongoing school banking as well as a morning tea provided for Good Shepherd Parish in August. These activities continue to develop our relationship between the school and the community.

Through all of these events we have successfully raised \$11,000 and have been able to contribute \$10,000 to the school through various avenues. These include our new Sustainability Program, the Sensory Programs including new equipment, as well as new Table Tennis sets & 2 fabulous New School Marquees. In addition we are also very proud to be contributing \$25,000 to the Senior Playground.

These events could not have been a success without the generosity and help from our school community; the support from the school administration; and the wonderful bunch of Teachers that we are lucky enough to have at our school.

But most of all I would like to thank the 2018 committee and the long list of volunteers for their dedication and support over the year.

I hope 2019 is just as successful.

Thank you!

Cassandra Lembo  
P&F President 2018

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