Minutes of Meeting of:
PARENTS AND FRIENDS MOTHERS COMMITTEE FOR:
ST MICHAEL’S CATHOLIC PRIMARY SCHOOL, SPRINGBANK
Meeting Held: Wednesday 4th March 2015 @ 2.30pm
Venue: St Michael’s School, Staff Kitchen

PRESENT: Julie Toohey, Rhiannon Denman, Cathy Hanrahan, Lisa McKenzie, Michael Kennedy, Anne Hanrahan, Renae Robson

APOLOGIES: Anita Maher

MEETING OPENED: ?? (lisa late arriving)

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING of 18th February 2015
Motioned by: Michael Kennedy & Cathy Hanrahan

CORRESPONDENCE RECEIVED: Nil

ITEMS DISCUSSED/BUSINESS ARISING:
- **Market Day:** Anne Hanrahan going to review liquor license requirements, any relevant payments, responsible serving of alcohol, events licenses. Dave Toohey has an RSA if needed. Wally was to arrange a flyer for distribution. Michael suggested road signs up at least the week before. Community announcements. Renae going to organize party plan people perhaps Tupperware, face paint, Rhiannon has contacts to people who set up at the Flemington market. We need to determine how many spots we can sell. Price set is $20 for 3x3 meter space. Paddock signage off the highway would be good—say at Tylees or Johnny Matthews is allowed. Market to be kept to church grounds. Jumping castle would probably prove too expensive. Could source Bungaree coffee stand. Seek donations for a raffle on the day—target a few business. Parking needs to be looked at. Decided not to go with an entry fee into the gate.

Lisa to prepare flyer for distribution to families tomorrow to hand out.

Will need posters for road, shops, post offices etc—this task to be delegated out at next meeting. Old tarps from coles school for sports may be able to be used and painted over.

Date changed to 17th May as 3rd may conflicts with St Patrick’s 140 year church celebrations.

- **Painting of Toilet doors:** Painting day working bee to be organized for after school—Wednesday preferable.

Decided to paint in yellow blue and reds to match playground. Paint and brushes to be purchased.

PRINCIPALS REPORT: NA at this time (usually done at School Advisory Council meetings, of which there are occasions where both the SAC and P&F committees come together)

TREASURERS REPORT: NA at this time

MEETING CLOSED: 3.25pm

NEXT MEETING: Wednesday 18th March @ 2.30pm

Items for next meeting Agenda:

**MARKET DAY:**
Delegation of jobs: road signs, BBQ arrangements supplies and provisions, measuring church grounds to determine how many plots available, review of any secured stall holders to date, coffee van to be arranged perhaps, sourcing three good items for the raffle, any correspondence back to anyone regarding the event, progression of Anne, Renae & Rhiannon—where are they at since last meeting. Posters prepared for road, shops, post office, tarps, parking requirements, grounds need and tidy before the day, school access, toilets,

**PAINTING**
Wed 18th April 3.30pm—helpers needed—paint to be purchased, brushes, anything else needed?

**FINANCES**
How much money in P&F account at this time to cover any costs relative to market day and for floats etc

Teachers are going to do a flower pot stall