**Roberts McCubbins Primary School PFA 2012**

**Agenda of the Meeting 1 May 2012 at 8.00pm at Cathy’s house**

<table>
<thead>
<tr>
<th>1. <strong>Members</strong></th>
<th>Action By</th>
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<tbody>
<tr>
<td>Matoula Romeo – President</td>
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<tr>
<td>Rachel Fleetwood - Vice President</td>
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<td>Cathy Jones – Secretary</td>
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<td>Kerrie Murphy - member</td>
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<tr>
<th>2. <strong>Apologies</strong></th>
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<tr>
<td>Inga Young - Treasurer</td>
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<td>Ann Rennie – member</td>
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<td>Robyn Fripp - member</td>
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<tr>
<td>Narelle McGeehan – member</td>
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<td>Lucy Guthrie - member</td>
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<td>Jenni Simmons - member</td>
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cc: Copy of minutes goes to Marg Pickburn, Kirsty Davies (webmaster), Suzie Markopoulous (for School Council agenda)

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<th>3. <strong>Confirmation of Minutes of the Previous Meeting</strong></th>
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<td>Minutes of 15 February 2011 confirmed Matoula; seconded Rachel</td>
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<th>4. <strong>Treasurers Report</strong></th>
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<td>To follow</td>
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<tr>
<th>5. <strong>Social Night</strong></th>
<th>Cathy</th>
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<tr>
<td>Very successful –58 attended</td>
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<tr>
<td>Alcohol – 2 slabs Boags, 38 left; Cooper 1 slab,7 left; Crownies 2 slabs – 10 left</td>
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<tr>
<td>Red Wine – 12 bottles left of 18; Champers 2 bottles left of 6 bottles. White wine – 12 bottles left of 18. Plan to re-use for Women’s night. Voted, carried.</td>
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<td>Apple cider popular with non-alcohol drinkers</td>
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<td>Slight profit.. Costs $700 Tickets at $15 – income $750. Next year could charge $12. Full details to follow in Treasurer report.</td>
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<td>Plan to repeat this next year and to hold this earlier - Saturday 2nd March or 16th March suggested</td>
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<td>Advertise in November at orientation sessions for 2013 Social Night</td>
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<td>Next year food – maybe chips nuts &amp; finger food. Not cheese platters. Maybe one plate of finger food per class. Then could have $10 ticket price.</td>
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<td><strong>Action:</strong> Template of instructions to be developed</td>
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### 6. Volunteers for next 12 months
- Collated file reviewed and Coordinators for events noted as follows:
  - Father’s Day breakfast – Jodie Thom - handover with Leanne
  - Monday morning tea roster – Matoula
  - Arts Roster – Matoula
  - Helping Hands – Kate Lane & Alison McIntosh
  - Craft Group list – send to Rachel Hibbins
  - Mother’s Day Stall – Rachel Fleetwood
  - Women’s Night – Lucy Guthrie, Jo Antoniades, Narelle McGeehan, Rachel Fleetwood
  - Trivia Night – Dana & Jo Amiet
  - Father’s Day Stall – PFA members so far
  - Walk-a-thon – Tammy & Jane Thomas
  - World Teacher’s Day – Kerrie Murphy
  - Prep transition – Martine Woodmason & Rachel
  - Disco – Fiona Strachan & Jo Antoniades
- **Action:** Matoula to contact coordinators and email coordinators the spreadsheet

### 7. Mothers’ Day Stall
- Items all purchased. Potplants also purchased (thanks to Mr V). Decision to sell potplants for $3.50; **voted: carried.**
- Stall to be on Thursday – non-canteen day. Success of this strategy to be evaluated
- **Action:** Finalise costings
- **Action:** Roster to be emailed out from volunteers list
- **Action:** Plastic bags for pot plants

### 8. Womens’ Night – Friday 25 May
- Ticket price to be $20 with estimated attendance of 70+ will bring in $1400. It is a fundraiser night. **Voted, carried.**
- Would be great to have some way of heating food on the night
- Approx 10 people have volunteered. Encourage them to be on the reception table and selling raffle tickets.
- Live music to be organised - available from either Jo Amiet or Cathy’s contact.
- Massage – Natalie Geddes and partner
- Nail person – Matoula has booked Daniela – Cathy to ask her contact
- Tarot reader – Joyce coming back
- Make-up & Colours – Amie Ignatiadis
- Charge stalls $40 to be there. They charge $15 per person per 10 minutes.
- **Action:** Matoula to check costing with Daniela per stall
- **Action:** Matoula to check music with Jo
- **Action:** Cathy to organise music
- **Action:** Put up list for food donations
- **Action:** Notices up on the deck on Monday
- **Action:** Payment slip to be sent Fri 11/5 to return by Fri 18/5
- **Action:** Lucy to get liquor license
- **Action:** Organise another subcommittee meeting to finalise details
- **Action:** Pie warmer/BBQ cost to be investigated

### 9. Fete
- PFA Dads’ band – suggest Fair Committee – Matoula
### 10. Trivia Night
- Date: 11 August
- Action: Book music
- Action: Pop date in newsletter

**Dana Matoula**

### 11. Survey Results
- Need more responses. Only 7 to date
- Action: Send to class reps to forward link to all class parents:

**Matoula**

### 12. PFA Calendar 2012
- Ideas for "discussion topics/talks" at PFA social morning teas with the aim of bringing people to morning tea.
- Action: Update calendar of events for 2012

**Cathy**

### 13. Earn & Learn
- Woolworths incentive program – will be advertised in school newsletter

### 14. Other 2012 ideas
- Woolworths Sausage Sizzle – for June or late July
- Biggest Morning tea – Thurs 24 May. Hold it Monday 28th May.
- Kickback List - List of businesses that give RMPS a bonus for frequent shopping etc.?fridge magnet (Coles, Safeway, Rebel Sports, Rainbow Meats, Wattle Park Chemist, Toyworld, 10-pin bowling, Athlete’s Foot, Aussie Farmers)
- Action: Matoula to work on list
- Pie Drive (term 2, June 2012)
- PFA lunchtime sausage sizzle – 3rd term
- Mango Drive – 4th term
- School cook book – 1 recipe per family, create template. Coordinators Martine Woodmason/Rachel Fleetwood

**Matoula**

### 15. Dates of Upcoming Meetings 2012
- June - Monday 4th June – 9.30am
- July - Tuesday 26 June – 8pm
- Aug – Monday 6 August – 9.30am
- Sep - Tuesday 4 Sept – 8pm
- Oct - Monday 8 October – 9.30am
- Nov - Tues 13 Nov – 8pm
- Dec - Mon 3 Dec – 9.30am