

Minutes of General Meeting

Date	Tuesday 24 th October 2017	Time	6.30pm
Place	St Paul's School Tooth Centre		

Minutes

- **Welcome and Opening Prayer:** Gerard Yorston opened the meeting at 6.30pm and Andrew Thomas kindly delivered the opening prayer.
- **President's Comments:** Gerard Yorston remarked that even though some Supporter Groups are struggling to increase their membership numbers, he introduced new Netball SG President, Fiona Chapman, and new Tennis SG President, Patrick Glowrey, and welcomed them to the meeting. Gerard also introduced guest speakers, Amy Roche and Renaye Ansell.
- **Attendance and Apologies:**
Attendees: Dr Paul Browning, Gerard Yorston, Andrew Thomas, Sandra Stanley, Metilda Trench, Cindy Stelzner, Renaye Ansell, Sarah Slade, Patrick Glowrey, Alan Deacon, Suellen Rush, Karen Mellor, Peter Deane, Danielle Page, Fiona Chapman, Dale Roche, Amy Roche, Lorelle Malyon. **Apologies:** none received
Headmaster's Report: Dr Browning stated that St Paul's School is currently hosting World School Week. St Paul's is the only member from Australia. 22 schools from different countries meet every year for 2 weeks. The aim, he remarked, is to discuss global issues, for example, finding solutions for food and water security. Schools are also able to showcase their particular cultures. Dr Browning stated that Term 4 is a very busy term as the Celebration of Achievements are held in November and the year 12's are writing their final exams.
- **Confirmation of Minutes from previous meeting:** 22nd August 2017 Moved: Sandra Stanley; Seconded: Suellen Rush
- **Business or Actions arising from previous minutes/meeting:** Refer to the action table below for updates
- **Correspondence:** Tabled – refer to Correspondence table circulated prior to meeting
- **Supporter Group Reports:** As circulated and set out at the end of the minutes

Cadets - no report supplied	Netball – as supplied
Cricket – verbal presentation	Rugby – as supplied
Football – as supplied	Swimming – verbal presentation
Hockey – as supplied	Tennis – as supplied
JSSG – verbal presentation	Touch Football – as supplied
Music – as supplied	Volleyball – as supplied

Treasurer's Report: (as circulated) – and discussed by Sandra during meeting. Moved: Gerard Yorston, Seconded: Sandra Stanley

Sandra stated that the unallocated funds reoccurring each month will, if not claimed, go to the Association. Dr Browning advised to wait until the end of November before doing so, in order to give one last chance for unallocated funds to be claimed. Sandra requested that SG's put in their payment requests to Metilda before a Wednesday, as Metilda processes payments once a week on a Wednesday. Sandra also stated that she would like to make Supporter Group Presidents aware that she reconciles once a month at month end. Regarding the cash float – Karen Mellor enquired as to whether there would be a better system regarding the float. Her Treasurer had to draw on her own funds to produce a float. Sandra suggested that each Supporter Group has its own float for which it is responsible, or alternatively the Association provides a float (discussions ongoing). Gerard suggested the Association put together a policy regarding the float and he would further look into accomplishing that.

Special Business:

Gerard stated that he has sent to all SG Presidents, via email, costs re: Celebration of Achievement. Sarah commented that there is a slight variation in cost of prizes/trophies this year. The Association will contribute towards costs on behalf of Basketball. Gerard requested an email from all Presidents stating that they are in agreement to contributing for prizes/trophies for all.

Gerard stated that there will be an End of Year Volunteer Function, to be held on Friday 24th November 2017 at the Eatons Hill Hotel. He stated that the Association contributes towards this function. He would like to see as many volunteers as possible attend the function, he therefore requested from the SG Presidents to invite their volunteers. Gerard stated that he would like to extend a personal invitation to all volunteers. He is meeting with Tim Hughes on 25th October 2017 to discuss this function.

Amy Roche attended meeting to discuss Fair 2017. Amy stated that a profit of +\$47,000 was made which will go towards air-conditioning in Junior School classrooms and possibly towards ceiling fans in old PE Centre. Amy took over as Fair Convenor from John Hodgson just 3 weeks from date of Fair. At the time of the fair in August Amy had a very small team of 3 parents, 1 teacher and Sarah Slade together with Gerard Yorston. However, the 2017 Fair was a great success. Junior School stalls raised over \$12,000. The "Eat Street" themed stalls raised +\$5,400, \$8,500 raised through sponsorship and \$15,000 in raffle ticket sales. Gerard remarked that it turned out to be a great community day. Dr Browning thanked all helpers and Amy stated that she would pass on his thanks to all. Amy remarked that there is a lot of information to be passed on to the next Fair Committee for Fair 2019, and that they would, in her opinion, require a full committee, including a treasurer, to facilitate the smooth running of future Fairs.

Renaye Ansell (St Paul's School Risk & Compliance Officer) attended meeting to discuss the Child & Youth Risk Management Strategy documents, a copy of which was circulated via email. Renaye also provided copies at the meeting. The Document generally states that there are 8 requirements that are to be in place. The Document is due for renewal. Renaye is asking the question: what do St Paul's parents want to see being included in this Document? For example, what makes St Paul's a safe school for our children? Renaye stated that the School adheres to strict policies. Renaye asked for feedback and input and parent's perspective on issues of a safe school environment. Danielle Page did raise the issue of the Junior School playground having no fencing. Renaye stated that legislation regarding requirements for Blue Cards is under review at present. There has been some confusion surrounding who should be issued Blue Cards. Peter Deane raised concerns about privacy issues in emails. When receiving emails, he has noted that all recipients email address are displayed for all to see. Peter raised another concern regarding online absentee reporting on the School's website. Renaye stated that she is in discussion with the School's software company to try and make changes in order to secure online absentee reporting.

Gerard raised the point regarding allocation of funds granted (\$15,000) for 2018. He proposed to all that grants be made to the usual recipients (same as this year). Moved: Gerard Yorston, Seconded: Andrew Thomas.

▪ **General Business:**

Danielle Page enquired as to what the Association's income is at present and whether steps have been taken or procedures set in place in order to safeguarded income into the future Sandra explained that Association has fixed income for the next 4 years and that fundraising will have to occur within that time in order for Association to maintain incoming revenue. It was suggested by Danielle that the School introduce a volunteer levy for those parents who are unable to volunteer their time, or for those who would simply prefer to pay levy. Gerard Yorston will discuss this idea with Dr Browning.

Sarah Slade asked all Supporter Group Presidents to forward to her the dates of special events, dinners, fundraisers etc for next year in order for her to enter these into the School's calendar for 2018.

Renaye Ansell stated that it has come to her attention that oil/fat has been dripping behind the chip fryer in the Sports Canteen. Potentially this could be a hazard, as well as attracting rodents to the canteen. Also, the black mat for underfoot in front of the chip fryer has gone missing and would need to be put back in place.

Danielle Page enquired as to whether there are sponsorship boards/opportunities around the sports ovals. Stating that sponsorship is a good source of income. Sarah Slade stated that she would speak to Dylan Malloch about this, and she will let Gerard Yorston know what the outcome is.

It was brought to our attention by Dale Roche that a snake (it was said to be a highly dangerous and venomous Eastern Brown) was found within the swimming pool area. Sarah Slade stated that she will ask Charles Sweeney (Maintenance) to do a thorough clean-up of that area, ie. cut away bushes etc. in order to eliminate hiding places for snakes.

▪ **Applications for membership and recording of new members:** Request that received memberships be accepted – moved: Gerard Yorston, Seconded: Andrew Thomas: 4 applications accepted

- Ana dos Santos
- Sarah Saunders
- Mel Bolton
- Joanne Andrews

▪ **Next Meeting:** TBA

▪ **Meeting Closed:** Meeting closed by Gerard Yorston at 8.30pm

ACTION ITEMS

Action	Description	Action by Whom	Due Date
Potholes	Potholes, driveway-student carpark entrance, Attunga Street. Dr Browning will speak to Charles Sweeney about it. 22/08/17 Potholes now filled. New action for logs....Closed	Dr Browning & Charles Sweeney	Closed
Logs Sports Fields	22/08/17 Log barriers in a poor state of repair. Dr Browning advises that these are on maintenance schedule – keep item open to monitor	Dr Browning & Charles Sweeney	31/12/17
Prep table-Sports Canteen	Sports Canteen in need of stainless steel preparation table. Andrew Thomas will endeavour to source a table. 24/10//17 – AT stated progress is ongoing	Andrew Thomas	31/12/17
Secure storage cages	Gerard Yorston will discuss with Charles Sweeney re: secure lockable storage cages in Walker Centre storage area 24/10/17 Danielle resolved issue...Closed	Gerard Yorston/Danielle Paige	Closed
School Bus for Sports	Question was raised about availability of school bus for away games – Saturday sports. Dr Browning will look into possibilities and advise. 22/08/17 – GY and PB discussed. Rules and regulations and costs still being investigated. Revisit next term 24/10/2017 PB to discuss with bus owners	Dr Browning	31/12/17
Flexischools Admin	Work required to maintain FlexiSchools has been identified as potentially unreasonable for one volunteer 24/10/2017 GY has investigated – each SG to take on Flexischools for themselves -GY to contact Flexischools Rep re: training/help/setup. GY to send out another email to SG's re: taking on Flexischools for themselves	Gerard Yorston	31/12/17
Volunteer Levy	24/10/17-Gerard to speak to Dr Browning regarding introducing a volunteer levy (in writing within school forms) for those parents unable to volunteer their time	Gerard Yorston	31/12/17
Sports Canteen fridge	24/10/17-Fridge in Sports Canteen burnt out. Sandra will make enquires to determine whether fridge was insured, and she will endeavour to get fridge replaced.	Sandra Stanley	31/12/17
NAB Term Deposit	24/10/17-Alan Deacon suggested some funds be placed in a Term Deposit. Gerard Yorston to look into this request	Gerard Yorston	31/12/17
DATES-Sports Canteen	24/10/17-Gerard Yorston will enquire from the School re: Sports Canteen dates, he will then let the SG Presidents know once this information comes to hand	Gerard Yorston	31/12/17
Sponsorship-sports ovals	24/10/17-Sarah Slade to speak to Dylan Malloch about sponsorship around sports ovals, tennis courts etc	Sarah Slade-to report back to Gerard	31/12/17
Clean-up swimming pool area	24/10/17-Sarah Slade to ask Charles Sweeney (Maintenance) to clear away long grass, bushes etc inside swimming pool area	Sarah Slade	31/12/17
Float (cash)	24/10/17-Gerard Yorston to look into putting a policy together regarding the use of floats	Gerard Yorston	31/12/17

FUNDING APPROVALS FOR THE YEAR TO DATE

Amount	Description
\$12000	12 x \$1000 Supporter Group Association funding payments
\$6000	12 x \$500 Governance Bonus payment December 2017 for eligible Supporter Groups only
TBA	Dorelle to undertake some administration duties
\$11554.80	Sports Canteen Cooktop and Oven
\$132.50	Colour Run Donation
\$590	Sports Canteen chip fryer
\$500	Pie Warmer (50 Pies)

CORRESPONDENCE 19 August 2017 – 20 October 2017

Inwards

Date	From	Description	Type
02/09/2017	Aus Business Register	update details request if necessary	letter
02/09/2017	ATO	Instalment activity statement	Statement-handed to Treasurer
20/09/2017	NAB	Merchant statement/tax invoice	Statement/invoice
20/09/2017	NAB	Business Management account	Account balance summary
07/10/2017	ATO	BAS/IAS	Statement-dropped off at Tooth Recep for Treasurer to collect
07/10/2017	NAB	Letter re: service fee change	letter
07/10/2017	NAB	Business Management Account	statement
09/10/2017	Moreton Bay Reg Council	Fundraising-classroom aircons	Remittance Advice
09/10/2017	BSG Australia	For RSG-handed to RSG at	Oct meeting 24/10
09/10/2017	Belinda Cox "Lorraine lea" Linen/decor	Catalogue+order forms x 2	Catalogue + order forms x 2
20/10/2017	NAB	Merchant Statement/Tax Invoice	statement
20/10/2017	ATO	Letter re: time to lodge	letter
20/10/2017	NAB	Disputed credit card transaction	letter

Outwards

Date	To	Description	Type

SUPPORTER GROUP REPORTS – OCTOBER 2017

Hockey Supporters' Group

This years season started with a tour to Hervey Bay for middle & senior players. Unfortunately the tour was disrupted due to cyclone Debbie. With only one game played the girls spent a couple of days getting to know each other, playing cards & games at the hotel. But thankfully they returned in one piece.

The committee were able to secure a fundraising activity with tennis. We had a very successful day running the met north canteen for the cross country carnival. The chip fryer being the hero of the day. Both tennis & hockey supporter group made a great profit of around \$700 each.

We were also involved in the term two monster raffle where we raised around \$650. Both these events were very successful.

We are considering ideas on how to put our money to good use.

We are hoping to give the girls a small gift at the sign on and possibly a pre season coaching clinic.

All the teams continued to improve each week with some great wins by all teams.

The committee would like to thank all the coaches and support staff for their continuing support to hockey at St. Paul's.

We would like to also thank Sam Gray for helping us organise the Hervey Bay tour we greatly appreciated all your hard work.

Neil White has informed us that he will step down as head of hockey due to his increased work load at the school and for some reason he wants to spend time with his family. We would like to thank Neil for his dedication to St. Paul's hockey over the last five seasons and wish him well in his hockey retirement.

We look forward to working with the next head of hockey. We are waiting to hear from Tim Hughes who the replacement will be.

Lastly I would like to thank Sandra, Moira & Neil for their continued support. We are a small group and have worked well to keep the hockey supporters group going.

We look forward to trying to build the group with some new members as our time is nearly over.

Suellen

Music Supporters' Group

General Meeting held 9th October 2017

A very busy few weeks for MSG.

10th September – Junior School Concert. Showcase of all the junior ensembles and choirs. MSG sold drinks/chips and lollies and held a fundraising raffle.

6th October – SPS Fest. An extended format over 3 days this year with various fun events held throughout the school. This concluded with the traditional competition on Friday evening with many bands and solo/duo performances. Due to the weather the event was moved from outside Tooth to the Walker Centre. MSG ran a bbq selling sausages and burgers. MSG donated the cash prizes for the winners.

13th October – Spring Music Celebration. A new event bringing together all middle and senior school ensembles and choirs. The Walker Centre looked stunning with the audience sat at decorated tables and surrounded by 3 stages of performers. MSG ran a bar/soft drinks and chips/chocolate and a fund raising 100 board. BYO snacks and food also allowed. The evening also included a celebration of the departing yr 12 music students with a gift and presentation by Dr Browning.

The 3 events have resulted in net funds raised of \$2098.

Karen Mellor

MSG President

Rugby Supporters' Group

Firstly a big thanks to everyone in the Rugby community. We have created a wonderful supporters group that add greatly to the game day experience. Long may it continue.

The 2017 season was the icing on a five year effort to get Rugby at St Pauls respected once again. We have now become a Rugby program not to be taken lightly. We have played Rugby since 1963 and the efforts of the past have and will not be forgotten. It is because of this history that a new approach was taken, to build on the past but raise the bar for now and the future. The game is a constant but it is the people driving the here and now that have shaped a very bright future for Rugby at St Pauls.

The RSG organized two wonderful Tours for the Year 9 and Open teams this year. These are huge undertakings BUT we must make every effort to ensure that these Tours continue. The boys leave as players but return as a team with experiences that will stay with them for a life time.

The Events off the field this year were, as always brilliant with the Mexican themed Welcome to Rugby a fitting way to start the year.

Our Canteen Crew were magnificent at home games with the large crowds eager to sample the food on offer.

The Rugby Dinner, again, was the right way to finish off the season.

The 2018 season has begun with a meeting of next years Open and year 10 squads. The expectation have been set and now the work starts.

Thanks to all that have helped with this year in Rugby. A personal thanks from me to all on the RSG Committee have worked tirelessly to ensure that 2017 was one to remember.

Yours in Rugby

Andrew Thomas. AT

Touch Football Supporters' Group

At the end of September the TFSG showed a balance of \$6,091.71.

There is still some reconciliation to be completed around the Twilight Market fundraiser so some of these funds will be returned to the Touch Tour. Other expenses to come include costs for the movie night/break-up estimated at around \$600

Term 3 was Touch season and while the girls had great fun and improved significantly from start to end of season, our best performance was 2nd place. We seem to perennially start slowly and bring things together at seasons end. I don't know what we can do about this....

All-schools was again contested and this year we sent a boys team also. All teams acquitted themselves well and finished around the middle of their respective groups

On 13th October we used the school theatre/lecture hall to host our break-up. We catered with pizzas from Dominos and largely the event was a huge success. The venue is pretty good although we didn't end up with more than a handful seeing the movie through. We clashed with a music event and have since been told that there is a standing agreement that sports SGs won't hold events that clash with Music events.....more on that to come I guess Dominos at Strathpine were very helpful with pricing and delivery. I called the store manager (Chris 3498 1620) and gave him my order the day before. He gave me roughly a 30% discount on retail and said that this would vary depending on what specials they had. They delivered on time and the price was great. The only issue was that they didn't identify the gluten free items. Probably need to ask them to make sure they do it next time.

Gerard Yorston

Touch Football SG President

Netball Supporters' Group

Currently NSG have available \$13302, which is a healthy balance coming into a tour year. We will be donating \$4000 to the netball tour in November. Term three, saw two junior netball teams participate in the Samsun Cup on the Sunshine Coast. Both teams were very competitive. Unfortunately, due to a clash with athletics the middle school team did not contest the Vicki Wilson Cup this year, however a Senior team played.

Th NSG had their AGM on Monday 16th October and welcome a new President, Fiona Chapman into the role. Other positions remain relatively unchanged, with the exception of outgoing Vice President Debbie Lever, who after spending 9 years on the committee will be leaving at the conclusion of the year. She will be missed.

Nothing to add this month.

Melissa Liessi

Netball SG President

Tennis Supporters' Group

At the end of September the TSG showed a balance of approximately \$4,800.

Term 4 JTAS is in progress with our teams starting the season strongly. Good luck to our JTAS teams for the rest of the term. TSG will be rewarding all JTAS participants with a tennis trophy at the end of the season.

On 09th October TSG had their AGM. Election of new members for St Paul's Tennis Supporters' Group Committee 2017/2018:

PRESIDENT – PATRICK GLOWREY

VICE-PRESIDENT – KYM KUENSTNER

TREASURER – ANDREW GREER

SECRETARY – SILVANA NAIRN

COMMITTEE MEMBERS

Kelly Spencer

Julie Deacon

Jason Monks

Bruce Dawes

Wayne Hampson

Larissa Kerrisk

TSG will hold an end of year Pizza Party (free drink and pizza, Zooper Doopers) for SPS tennis players on Friday 27 October.

The TSG is also arranging their end of year function at Eatons Hill for the Committee. Tennis Court #5 is currently unplayable and needs to be repaired. This issue is with the school.

Kym Kuenstner (Outgoing President)

Football Supporters' Group

@ last meeting on 9th October the FSG bank balance was approx. \$17,600. Our awards dinner was on 14/10 so final bank account numbers won't be sorted until the treasurer has had time to settle invoices, tally raffle monies etc . Early estimations are the balance will drop approx. \$1700 which is roughly the prize of the trophies.

Overall an outstanding year from a Footballing perspective. All teams were competitive, with our year 5 and a year 8 Red teams being undefeated. The 1sts went from a 8th finish in 2016 to a creditable 3rd in 2017, which was an outstanding performance and just missed out on a Premiership playoff. Across the board all players appeared to have enjoyed their season, but certainly looked the part in their new Supporter shirts.

The annual awards celebration dinner on 14/10 was a great success with Kedron Wavell RSL hosting an enjoyable evening, with great food, a fun night including lots of laughs and a huge selection of raffle prizes won

We still struggle to get new faces into the Canteen on home game days and with only a few regular faces willing to help, this continues to be hard work for the minority. The FSG performed better this year with trying to source PTC's for each team but there still lies a gap needing to fill. The current committee needs to start handing over FSG duties to other parties, so others can commence taking the load and preparing for when the committee moves out of the school.

Peter Deane

Football SG President

Volleyball Supporters' Group

The volleyball season finished with our girls' first team completing a fifth premiership in a row. What a fantastic effort for our girls. We had several girls' premierships, which added to the success in the boys' season.

- We had a break up for the girls in the Walker centre which was well attended and a celebration of our success.
- Sunday 29/10 sees our end of year dinner and presentation evening, and the presentation of the shirts to our three teams travelling to Melbourne for the Australian Schools Cup.
- Three teams depart in early December for the Annual Australian Schools Cup, of which our senior girls were premiers last year. This year we send a girl's senior team, a boys' senior team and a junior team.
- The committee stands solid toward the end of 2017, and with one further Holt Bolt fundraising activity, we hope to be able to finish the year in a financially strong position.
- This Sunday 29/10 sees our AGM, with five of the current committee standing down as their kids have completed the St Pauls journey. As the outgoing president, I would like to personally thank each and every committee member for an outstanding contribution toward the sport through the supporters group. I wish these members, and their children all the best for the future.

David Fagan. President of the VSQ