**St Paul’s Auxiliary**

General Meeting 13th April 2011 **MINUTES**

Meeting opened 9am Welcome

**Attendance**

Karen Nightingale, Anne Bell, Suellen Rush, Tess Auckland, Kerry Barridge, Bev Meikle, Cheryl Rowbotham, Gillian Ross

**Apologies**

Claire Jackson, Lorraine Birtles, Anne Jansen, Sue Eyley, Majella Wirth

**Minutes of Previous Meeting**

Moved Kerry Seconded Tess

**Correspondence In**

 Emails Association minutes

 Reply/ thanks from Rugby

 re Auxiliary cash accounting, spreadsheets, auditors requests

 feedback re tennis shade and sheets

 Notice from Jo Lovett re resignation

 Invitation to Jo Lovett’s afternoon tea

 Bank Statements

 Lifeline bin statement

 2nd hand books and musical update, Lorraine

 Funding request Hospitality

 Request re 2nd hand books

 Association re minutes to parent lounge

 Feedback re Ball, Claire Jackson

 Association letterhead and cheque req. forms

**Correspondence Out**

 Emails Funding reply: musical and rugby tour shirts

 Auxiliary cash accounts and feedback

 Feedback to Security company re senior dance

 Notification of new committee to Assoc and Sam Beeney (Mr Browning)

 Request for update on tennis shade and seats

 Hospitality and Accounts replies

**Treasurer’s Report**

Current funds: $73 268

Committed funds Approx $59 000

Available funds Approx: $14 000

Discussion on funds committed: Writer in Residence grant was from over 12 months ago, for $5000. Whilst mindful that it has taken the school quite some time to present invoices in the past (eg flip camera for Jnr School just over 12 months, received in March) we will write this commitment off as unused.

We are very aware that most of our funding has now gone, so looking at continued / ongoing funding. We have agreed to continue funding of Yr 12 folio folders, but will cease funding of the candles for Veledictory service. We will also discontinue annual grant to the library. A commitment of $1 000 toward Celebration of Achievement awards at this stage, but Tess to discuss this further at Association meeting, and request the school ask us in advance, not assume and invoice after the event.

**Association Report**

Minutes circulated.

* AGM was held: Michael Skinner is the new Association President.
* Please note that members of particular supporter groups will receive emailed minutes, but other supporter group and Association minutes will be available on a monthly basis on the School website: Parent Lounge.
* Auxiliary agreed to share the funding cost for upcoming Yr 12 conference, to the value of $3300.
* Building works have commenced in the front of school with removal of Sutton Building. This will be ongoing with restricted access for approx. 12 months.
* Poor attendance at recent Open Day for a variety of reasons.

**Middle School Skating Night** 3/5/11 5.30 to 7.30pm Suellen has given promotional flyers to Middle School for circulation.

**Whole School Musical 18th May**

Tickets on sale, cocktail party: 1 drink and fingerfood selection $20.

**Second Hand Book Collection and Sales**

No report

**General Business**

Funding request for shirts for Vanautu outreach tour to the value of $735 – approved. Further discussion re funds, there will be no future funding of tour shirts after June of this year.

**Future of Auxiliary and fundraising ideas**

Shopping tour – waiting to hear back from Jo Lovett.

There was discussion over the future and purpose of Auxiliary. Tess has researched archives, the original Mother’s Auxiliary was started by the Headmaster’s wife, to assist with tuckshop and bake sales as funding. In 1985 other subgroups were started. Mid 80’s also saw the decline in membership for groups, probably with more mothers joining the workforce. Most supporter groups appear to be struggling with numbers and recruiting new members. Tess will discuss this at the next Association meeting.

As per Treasurer’s report, we have looked at our current and future commitments. We will aim to be mostly supporting middle and senior schools where the majority of students will benefit, as Junior school has a strong supporter group, and most sports have their own supporter groups as well.

We felt it would be a great shame to let Auxiliary fold, and our social support is felt very important. We do not believe that a student body would continue dances, which has been something we are pleased to see back at the school. Further discussion below re ball / cocktail party enhances our belief that we will support the school through social events aimed at the larger school community.

It was decided that we need an operational budget of $5000 uncommitted. Again, this will necessitate strict consideration of any future funding requests.

**Ball**

Feedback from Claire: concern re cost particularly for past students (uni students), timing near end of year events, especially Yr 12 families, and possibly too frequent given last year’s ball.

Further discussion with Aasta Thomson after the meeting (Tess, Karen and Cheryl in attendance) promoting the idea of a cocktail party this year. To be held on Sat 5th November as a celebration for Foundation Day. We confirmed Auxiliary’s interest and commitment to run the event now and in future with the ongoing assistance of Future Development Office.

**Lifeline Bins**

New bins in Snr carpark. Complaint to Jnr school re overfilling has been dealt with.

**Tennis Shade**

Ongoing – reply from Pat Greene about need for new seating with shade, at a cost of approx. $1157 per seat x 6. We are not willing to fund this at present, but would like to investigate the option of attaching a tube to hold umbrellas in the interim. Maybe this could be undertaken by Design and Technology students? Karen to contact Pat Greene again.

**Bank Accounts**

Discussed at Assoc. meeting. Again, consensus is that it would not change much, Treasurer will still do same amount of work, just duplicated by Assoc. Gary Willmot (Assoc Treasurer) has indicated he is happy to come to a meeting and discuss this if we choose. Declined at this stage.

**PEC Fridge**

Shelving ordered.

Meeting Closed 11.05am

**Next Meeting Wednesday 11th May**.

**Calendar Reminders for 2011:** These are a guide only and may change as the year progresses.

3rd May Middle School Skating 5.30 to 7.30pm Albany Creek Skateaway

11th May Meeting 9 – 11am Farmhouse

18th May Musical Opening Night Cocktail Party

8th June Meeting 9 – 11am Farmhouse

13th July Meeting 9 – 11am Farmhouse

10th August Meeting 9 – 11am Farmhouse NB Show holiday 17th August

19th August Middle School Dance 6.30 – 10pm PEC

14th September Meeting 9 – 11am Farmhouse

12th October Meeting 9 – 11am Farmhouse

13th October Senior School Skating

1st November Melbourne Cup Luncheon and Fashion Parade Venue TBC

9th November Meeting and Christmas Lunch 9 – 11am Farmhouse followed by venue TBC

19th November (Saturday) Graduating Parents Function 5.30 to 7.30pm Bridgeman Downs

25th November (Friday) Second Hand Book Collection Volunteers needed

26th November (Saturday) Second Hand Book Sales PEC Volunteers needed

**NB all monthly meetings are held in the Centre for Research, Innovation & Development which is otherwise known as the Farmhouse**