

**THE SPRINGFIELD COLLEGE PARENTS & FRIENDS ASSOCIATION
MINUTES OF COMMITTEE MEETING
HELD ON 24 March 2009**

MEETING COMMENCED 7.30pm

MEETING HELD AT Junior Campus Library, The Springfield College

ATTENDEES Jane Duncan, Lisa Sylvester, Wendy Hayden, Andrea Newble, Steve Croft, Tania Brewer, Mandi Forrester-Jones, Nicole Hodgson, Dean Kelly, Deleece Kelly, Leanne Paper, Agneiska Poli, Rina Sandford, Tania Scanlan, Carla Tupicoff

APOLOGIES/ABSENT Peter Kortge, Teressa Leedie, Dianne Nguyen, Michael Thompson

GENERAL BUSINESS

1. New President

Jane Duncan thanked everyone for their support and the general format of meetings was discussed going forward. It was decided that all future meetings will have a set time limit of 7-8.30pm and an Agenda will be advertised to the Committee and wider College Community via the website beforehand.

2. Updating Records

Wendy Hayden is to advise the various sectors of the school the new contact details for the P&F and Mandi Forrester-Jones will contact John D'Archambaud regarding whether he is still happy to maintain the tscpf account.

3. P&F Web Page

Dean Kelly suggested that we try to get a discussion board or have your say section added to the P&F section of the website so that we can be more accessible to the College Community. Steve Croft advised that the website is being revamped in the next couple of weeks and it should be possible to accommodate this type of change. Wendy Hayden is to follow up Steve regarding this.

4. Sub-Committees

It was also decided that the Committee will be divided up into various autonomous sub-committees who will each present a report at the general meetings and meet themselves as required. Volunteers were sought for the various sub-committees and they were received as follows:

- CAST – Rina Sandford and/or any other CAST committee member who attends on a rotational basis
- Community Alliance Programme – Wendy Hayden
- Fundraising and Sponsorship - Agneiska Poli, Tania Scanlan and Leanne Paper
- Grants – Nicole Hodgson
- Highland Dancing – Mandi Forrester-Jones
- Library – Dianne Nguyen
- Sport – Dean Kelly, Deleece Kelly and Teressa Leedie

- Stock & Stores – Tania Scanlan
- Twilight Markets – Mandi Forrester-Jones and the various other related committee members and other volunteers.

5. Drinks for Sponsored Walk

Andrea Newble raised the point that it had been previously decided that the P&F would hand out drinks at the cross country to raise the profile within the College. It was decided that this was no longer viable due to time constraints and the fact that the Preps were having a fundraising morning tea and lunch that day.

6. Inappropriate Internet Usage

Steve Croft advised that the Parents Information Night for Inappropriate Internet Usage was very poorly attended – in fact no parents attended. He advised that Brett Lee spoke to students from years 9, 10 & 11 during the day and the contents and manner in which it was presented was excellent. It was suggested that we try to get him back again and expand the lessons to years 6, 7 & 8 and really push the promotion of a Parent Information Evening.

7. The Twilight Markets

The Twilight Markets were briefly discussed and it was decided that they will be held in term 4 with Classroom stalls made optional. It was also decided that a BBQ was not viable and that we would get various food vendors in instead. It was decided that we could not wait another month to get started and there will therefore be a meeting of the Twilight Markets Committee at the senior campus on Tuesday 31st March from 7-8.30pm. Jane Duncan will make up and distribute a flyer calling for ideas and volunteers.

8. The Grants Committee

Nicole Hodgson reported on the Grants currently available and their due dates. There is a Woolworths Fresh Food Grant that closes on 6th April and it was decided that she should proceed with an application to obtain funds for shade structures. There is also The Gambling Community Benefit Fund that closes on 31st May and it was decided that she should proceed with an application for the first stage of a Text Book Hire scheme. Nicole is to liaise with Steve Croft regarding costings and quotes.

9. Tea & Coffee

Andrea Newble asked for a volunteer to be the Tea/Coffee/Biscuits person for future meetings. Lisa Sylvester agreed to do it. Steve Croft advised that tea and coffee is available already and that it would really only be milk, cups and biscuits that we would need to provide.

NEXT MEETING

Tuesday 28th April
Middle & Senior Campus Library

Suggested topics to be added to the Agenda:

How we should spend the money raised last year
Event Calendar
Fundraising
Bushdance

MEETING CONCLUDED

8.30pm

ACTION ITEMS

1. Wendy Hayden to advise College Admin the details and contact details of the new committee.
2. Mandi Forrester-Jones to contact John D'Archambaud and find out whether he is still happy to maintain the tscpf account for emails etc.
3. Wendy Hayden to follow up the addition of a Discussion Board/Have Your Say section on the P&F page of the College website.
4. Wendy Hayden to contact McDonalds regarding the hiring of their large water container for the Sponsored Walk
5. Wendy/Wayne Hayden and Andrea Newble to erect and "man" a water station on the Junior School oval for the Sponsored Walk.
6. Mick Sandford, Aggie Poli and Dean/Deleece Kelly to erect and "man" a water station near the bus stop opposite The Escarpment.
7. Tania Scanlan to make cups and P&F T-Shirts available for the day.
8. Jane Duncan to compose and distribute a "Call for Ideas and Volunteers" for the Twilight Markets Meeting on 31st March 7-8.30pm at the Middle & Senior Campus Library.
9. Mandi Forrester-Jones to chair aforementioned meeting.