

LOYOLA PARENTS AND FRIENDS ASSOCIATION

WEDNESDAY 5TH OCTOBER 2016

CHEESE & WINE NIGHT: A WELCOME TO 2017 INTERESTED LPFA COMMITTEE MEMBERS

LOYOLA BOARDROOM 0018

MINUTES

Present:

Apologies:

| Item | Activity | Action |
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| 1) Prayer Diana Alonso | Thank you prayer | Diana |
| 2) Welcome Salwa Abboud | Wine and Cheese Evening: <ul style="list-style-type: none"> • Welcome to Barry Brazier • Discussion on perhaps why future parents of 2017 students may not have attended • Joe would like nominees to attend the next meeting • Di to contact all names of new families and request presence at AGM on 30th November | Di |
| 3) Minutes of Previous Meeting | <ul style="list-style-type: none"> • Minutes passed: Salwa Abboud • Seconded: Trish Corless | |
| 4) Principal's report | No new items at this point; Sean mentioned no report deemed necessary | |
| 5) Treasurer Update | <ul style="list-style-type: none"> • \$8100 loss • \$102K CDF Matured Funds • \$100K to be used for purchasing Performing Arts Centre seats. • Sean thanked LPFA for fabulous work resulting in this contribution • Joe and Sean will request for LPFA cheque to be drawn shortly for seats payment • \$300 (now) redundant float to be returned to bank a/c | Sean/Joe Audrey |
| 6) Discussion of 2017 Committee Roles (refer copy) | <ul style="list-style-type: none"> • Di proposed inviting all current LPFA members of committee (President, VP, Secretary, Asst Secretary; Treasurer, Asst Treasurer; Working Bee Co-ordinator), in addition to all general members, to AGM on November 30th. All voting for 2017 committee to be undertaken and finalised at the meeting. • Denise will undertake "ring around" • Once nominated, need to train up any new committee members ready for 2017 | Di Denise |
| 7) Distribution of Nomination Forms for 2017 Committee Positions | <ul style="list-style-type: none"> • Forms distributed to all present at meeting • Audrey offered to continue with Treasurer role in 2017 – Accepted! Thanks Audrey! • Yolanda resigning from her role (her childrens' education at Loyola will be complete at end of year) | |
| 8) LPFA 2017 Promotion | <ul style="list-style-type: none"> • Year 7 welcome picnic: propose a LPFA promotional stand. Salwa mentioned that a video could be shown | All |

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| | <ul style="list-style-type: none"> Promote LPFA membership as fun, non-onerous and clear cut as to expectations and responsibilities Promote at Twilight Market Promote on Loyola Revolving Msg Board at 'Kiss'n'Drop' Promo in Bungay St thought to be too difficult due to signage restrictions in area | Di |
| 9) Twilight Market Planning and Discussion | <ul style="list-style-type: none"> Banner complete – soon to be delivered 30 stall holder forms distributed, 3 replies received so far Di to arrange e-copy of stall holder forms to committee members <p><u>Advertising: Stallholders and wares, food etc:</u></p> <ul style="list-style-type: none"> Sean to note on Loyola FB page Sean to send emails to Loyola families Sean to arrange advertising on Revolving board (Grimshaw St entrance) Di to arrange advertising in The Ignation Di to contact schools and parishes associated with Loyola to arrange billboard advertising Loyola Canteen Slushie machine – request use No Soft Serve machine available (thought we had one however not the case!) <p><u>Loyola to look after 3 food stalls:</u></p> <p><u>2 Houses partner to be responsible for 1 of the food stalls</u></p> <ul style="list-style-type: none"> Popcorn Nutella donuts (thanks to Fergussen-Plaire providing at \$1 each (half price) – we sell for \$2 each Drinks – UHT boxed drinks and bottled water purchased from Aldi. Thanks to Aldi for donating a pack of boxed drinks/bottled water for every pack Loyola buys. Cost to Loyola equates to approx. 0.25c per drink, sell for \$2 each. <ul style="list-style-type: none"> Fairy floss: voted not to sell this year Food Licence: not required (re: Banyule City Council: Fundraising Events Food Safety) Selling food/drink items: colour coded ticket system to be used (person pays for item, given a coloured ticket according to order –eg green ticket for drink, pink for donut etc – hands ticket in to receive food/drink item ordered) Insurance for event: School's Liability Insurance deemed sufficient to cover event <p><u>RAFFLE:</u></p> <ul style="list-style-type: none"> All leftover donations from Trivia Night to be loaded into a wheelbarrow and raffled at the Twilight Market. Trish's on-line donation request to Bunnings for a wheelbarrow to be donated has been acknowledged, expecting outcome soon Di mentioned: more donated goods are encouraged to add to the Raffle Prize Raffle tickets attached to flyer will be distributed to Loyola families prior to Twilight Market/Carols night <ul style="list-style-type: none"> Twilight Market Commencement Time: 4.00pm Ensure gates open so stallholders can gain access and set up | <p>Di</p> <p>Sean</p> <p>Di</p> <p>House leaders</p> <p>All</p> <p>Trish</p> <p>All</p> <p>Di</p> <p>Steve Melville?</p> |

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| | <ul style="list-style-type: none"> • Stallholders selling heat sensitive items can set up under trees • Toilet access will be made available • Request inside/foyer access for stallholders to protect large amounts of heat sensitive goods • PACKUP: 7.45PM • CAROLS: 8.00PM • TWILIGHT STALL SUB COMMITTEE MEETING DATE (to finalise details): 16th November | Steve Melville? & Sue Polamaris (re: minimise disruption to exam setup) All |
| 10) Other Business | <p><u>Presentation Ball Committee Meeting (year 11 students)25th October</u></p> <ul style="list-style-type: none"> • Alcohol-free event • PPT presentation to be shown • Folder to be distributed - info advising families of rehearsal • Joe to select the committee for “The Loyola Presentation Ball” <p><u>2nd hand book sale</u></p> <ul style="list-style-type: none"> • Will no longer occur • A link to a 3rd party sustainable buy/seller of 2nd hand textbooks will be made available - . • \$24 annual fee or ~ \$1.50 - \$2.00 per transaction <p><u>2nd hand uniform sales</u></p> <ul style="list-style-type: none"> • Proposed that a 3rd party may be involved sometime in future also (but not just yet). • Di mentioned that the management of this area is incredibly labour intensive for very little monetary reward | |
| Next Meeting | ..? | |
| Meeting Closed: 8.45pm | Wine and Cheese – YUM!! | |
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