Welcome
Meeting was opened at 7:36pm by John Hinton

Attendance
Susanne Chung, John Hinton, Deanne Krieger, Erica Russo, Lynda Ricca, Tania Tarda, Candice Wilkin

Apologies
NIL

Acceptance of Previous Minutes
Minutes of previous meeting held 6 November 2012 were accepted as true and correct. Moved by Susanne Chung 2nd Lynda Ricca. Passed.

Business Arising from Previous Minutes
- Homestyle Bake wrap up – Profit of $437.20. 24 Families and one non parent (staff) submitted. 413 orders were placed plus a bonus.
- End of Year Celebrations wrap up – Lynda reported the BBQ ran successfully with leftover meats able to be used on the last day of school. The tuckshop and P&F also provided drinks and icy poles on the last day. Total cost $1553, which was a loss of $30.

Inward Correspondence
Fundraising – Colour me over, Smart Funraisers (7), Laura Jean Photography, Mumslink, Bulbs Direct, Cadbury Fundraisers (2), Australian Mobile Recycling, Australian Fundraising (2), Living Fundraisers, Fundraising Directory, Maps Fundraising, Expressions, Dynamo House, Signature Engraving, Party Time Amusements
P&F Assoc. – February Newsletter, Brisbane Archdiocese AGM – 25 March, Levy Notice
Uniform – Captivations, School Products Australia, Bundaberg Clothing Factory,

Outgoing Correspondence
NIL

Business from Correspondence
Susanne Chung moves that she “dispose of all fundraising correspondence from 2012, both paper and electronic” 2nd Lynda Ricca. Passed.

Parish Report
NIL

Treasurers Report
Financials Attached

Presidents Report
NIL
Principals Report
As Attached
Report Moved by John Hinton; 2\textsuperscript{nd} Susanne Chung. Passed.

Tuckshop Report
Volunteers required. About 6 at the moment but 3-4 a week on a fortnightly/monthly basis would be better.

Uniform Shop Report
Winter Uniform order form will be out to all families by the end of the week.

General Business
- Mother Day Stall – To go ahead. Permission to order stock as required. Date and time to be set at a later meeting. Action – Susanne Chung, Lynda Ricca

- Donation to Gayndah St Joseph’s – After discussion about our flood affected sister school, in which John assured us all losses were covered by insurance, Susanne Chung moved a motion to “donate $500 to St Joseph's Primary School Gayndah for the provision of a treat for the children due to the hard time many have experienced because of the floods.” 2\textsuperscript{nd} Erica Russo. Passed.

- After discussion John Hinton moved a motion to “purchase a coffee machine for use at school activities for a price of under $1000 plus an extra $300 for supplies.” 2\textsuperscript{nd} Lynda Ricca. Passed.

- After further discussion it was also resolved for John to investigate and purchase a lockable cupboard to keep the coffee machine. John will report back to the next meeting. Invoice to be paid if required prior to the next meeting.

- It was noted that the end of year book gifts cost $411.55. This was due to a large number of leftover books from the previous year being used – a cost of about $400.

- Discussions were held about the time of the next meeting. The next meeting will discuss a budget and expenses for 2013.

Next Meeting
Meeting to be held Wednesday 17\textsuperscript{th} April at 2:00pm

Meeting Closed
Meeting closed with thanks to all in attendance by John Hinton at 8:33pm

President

Secretary