



Our Lady of Mercy College Parramatta

Parents & Friends Association

General Meeting MINUTES

Date: 22 November 2022

Time: 7pm

Venue: OLMC

Attendees:

Lucie Farrugia (LF), Susan Giacomelli (SG), Vanessa Cassin (VC), Michael Johnson (MJ), Sean McIntosh (SM), Elizabeth Johnson (EJ), Katrina Leonardi (KL), Steven Adams (SA)

1. Welcome

Welcome

Principal

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Brindha Kugan

Jaya Samtani

Sheyana LaBrooy

2.2 Acceptance of previous minutes

President

Elizabeth and Katrina endorsed the minutes

3. Reports

3.1 Principal

Report follows these minutes

3.2 Community Relations & Fundraising Manager

Report follows these minutes

3.3 President

3.4 Treasurer

Report follows these minutes

Finance update provided and accepted by all.

3.5 Secretary

Apology

3.6 PRC

North Parramatta planning meeting details on parent portal.

3.7 Social Convenor

Katrina Leonardi

4. Matters arising from previous minutes

4.1 Parent portal update (Susan)

4.2 P&F Social event (Susan)

- Cocktail party date proposed for February 24th 2023.
- Information to be circulated to parents at the beginning of Term 1, 2023

4.4 Forecourt Funding (Michael)

- The funding allocation for this work removed from budget for now, given delays in building works and money moved to gym refurbishment.

4.5 Year 12 Graduation (Susan)

- Very successful in the format done moving from Mass to morning tea and lunch.

4.6 Update on Fee appeal (Lucie)

- OLMC up to 1.10 DMI
- Appeal unsuccessful
- Fee increases will be advised in the new year.

4.7 College badges (Susan)

- Sheyana LaBrooy submitted proposal regarding the award of badges for co-curricular activities.
- Lucie reviewing the awarding of badges and will assign to the new DP for the development of a system by end of 2023.
- All felt that it must be an equitable and fair system that had consistencies across activities.

4.8 Year 9 Subject Information meeting (Lucie)

- Feedback received suggested some parents were anxious about there not being a selection night.
- School felt that the process had unfolded reasonably smoothly and that families had all of the access to the information needed to select subjects at this level, particularly given the small number of choices made at this stage.
- This format will be used from now on and there will be no subject information night moving forward.

4.9 Debating (Lucie)

- There will be a parent helper roster adopted moving forward for debates given the time and length of events on a Friday evening.

4.10 Celebration of Achievement (Susan)

- All arrangements made.
- Night should conclude at 9.30pm

5. General business

5.1 Refurbishment of school gymnasium (Steven Adams)

- Steven Adams presented a proposal for a complete refurbishment of the school gymnasium on the top level and purchase of new equipment. Proposed changes will help to support curricular and cocurricular programs, allowing for an expansion of programs offered and better utilisation of teaching and storage spaces.
- Would be equipped in a way that would allow cross-curricular use e.g., Science and Dance departments as well

- Proposed to also allow use by co-curricular programs such as Duke of Edinburgh Award program, student fitness programs, rep sports teams.
- Staff will also be able to make use of facility.
- Possible revenue to be earned in non-term time - could offer coaching and accreditation courses, hire out to professional sporting bodies, club teams,
- Room will be made sound and vibration proof.
- New equipment will have a 10–15-year life span.
- Timeline for completion of project – 3-4 months
- Vanessa proposed \$130,000 spend could be funded by the P&F.
- Justine seconded, vote held, and funding was unanimously passed by P&F attendees

5.2 Self-defence Classes (Justine)

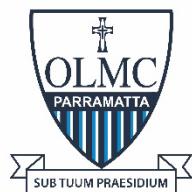
- JH approached by a parent to table the start of some self-defence classes through their women's only dojo, Philotimo Jujitsu.
- JH and daughter also used to attend.
- Run a summer program for girls for basic self-defence just before starting high school teaching some basic defence moves and awareness on what to be alert to.
- Duration - Four (4) classes: each focussed on a different aspect of keeping safe.
- ongoing classes for girls can be offered as a cocurricular program.
- Macarthur Girls High having free trial in Dec. They are happy to offer a free trial to OLMC girls on campus.
- Lucie advised that the school had a policy of not advertising to parents in school notices but were open to program being explored by Matthew Esterman for a free trial, to gauge interest from students and as part of the cocurricular program.

Action: Justine to send details of Sensei Rose Smith to Matthew.

6. Other business

6.1 Introduction of new Committee members (Vanessa)

- Katrina Leonardi
- Jaya Samtani



P&F Meeting

22 November 2022

Principal's Report

HSC Exams

The Class of 2022 completed their HSC exams and celebrated at their Formal last week. Results will be available on 15 December 2022.

FEE INCREASE

Despite our best efforts to appeal the DMI decision we are now advised our score is 110 which may mean a reduction of \$300,000 in government funding. Regardless of this, the notice we sent regarding our fee increases for 2023 is upheld and we will budget for any further reductions to funding in the future.

CELEBRATION OF ACHIEVEMENT – 5 December 2022

We look forward to welcoming the OLMC community to the Celebration of Achievement event at Quaycentre on 5 December 2022. As this is the first time we are running this event at this site, it is building excitement as we get close. It is compulsory for all students as the night encompasses a range of celebratory items such as in performing arts and the Spirit Cup Announcement.

I thank the P&F for their commitment to the College in 2022. I again thank the out-going committee and welcome new members as elected in November.

Lucie Farrugia
Principal



P&F Meeting

22 November 2022

Community Relations & Fundraising Report

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Father's Day

Great breakfast and thank you to helpers. Invoice forwarded to Michael.

P&F Cocktail Party

This event was a great success. All invoices have been settled by the College.

Year 12 Graduation Morning Tea

Thank you to the P&F for supplying the food for this event. It was lovely for the students and their guests to break for morning tea between Mass and the Assembly. Lucie would like the P&F to consider funding the morning tea again in 2023.

Susan Giacomelli

Community Relations & Fundraising Manager

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE FORECAST
AS AT 22 November 2022**

INCOME	Year to date as at 22 November 2022 (\$)	Remaining months forecast (\$)	Full Year 2022/23 Forecast (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
Bank Interest Received	43	-	43	-	43
Fundraising Received	-	-	-	-	-
School Levies Received	32,800	13,700	46,500	46,500	-
Other	52	-	52	-	52
TOTAL INCOME	32,895	13,700	46,595	46,500	95

EXPENDITURE	Year to date as at 22 November 2022 (\$)	Remaining months forecast (\$)	Full Year 2022/23 Forecast (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
Major Projects					
1. Gym equipment upgrade	-	122,000	122,000	122,000	-
Total Major Projects	-	122,000	122,000	122,000	-
Major Events					
- P&F Cocktail evening	2,484	2,516	5,000	5,000	- 0
- Open Day BBQ	-	2,500	2,500	2,500	-
- Mercy Day (2 x photo booths + DJ)	1,200	-	1,200	1,500	300
Total Major Events	3,684	5,016	8,700	9,000	300
Catering					
- World Teacher's Day	-	650	650	650	-
- Mother/Daughter Mass	-	1,250	1,250	1,250	-
- Father's Day breakfast	1,470	-	1,470	1,250	220
- Year 12 graduation morning tea	2,530	-	2,530	2,000	530
- Other (TBC)	-	750	750	1,500	750
Total Catering	4,000	2,650	6,650	6,650	-
Other Expenditure					
- Gifts	100	400	500	500	-
- Administration/Printing	-	250	250	250	-
- Bank charges	1	-	1	-	1
Total Other Expenditure	101	650	751	750	1
TOTAL EXPENDITURE	7,785	130,316	138,101	138,400	299
NET RESULT	25,110	- 116,616	- 91,506	- 91,900	394

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
FUNDS STATEMENT & FORECAST
AS AT 22 November 2022**

CASH AT BANK	Closing Cash as at 30 June 2022 (\$)	Cashflows - Remaining Months (\$)	Cash 2022/23 FY Forecast (\$)	Cash 2022/23 FY Budget (\$)	Var (\$)
Opening Cash - 1 July 2022	122,353				
Total Cash inflows	32,895	13,700	46,595	46,500	95
Total Cash outflows (Major Projects)	-	- 122,000	- 122,000	- 122,000	-
Total Cash outflows (Operating)	- 7,785	- 8,316	- 16,101	- 16,400	299
Closing Cash	147,462		30,846	30,453	394

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

DDF Bank Statements

AS AT 22 November 2022

Account List			
Account	Name	Current	Available
1142S5	Our Lady of Mercy College Parents & Friends Association	\$102,936.56	\$102,936.56
1142I1	Our Lady of Mercy College	\$48,525.91	\$0.00

Authorisation Requests

There are no Authorisation Requests to display.

New Messages

There are no New Messages

Account List			
Account	Name	Current	Available
1142S5	Our Lady of Mercy College Parents & Friends Association	\$102,936.56	\$102,936.56
1142I1	Our Lady of Mercy College	\$48,525.91	\$0.00

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New Messages

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Transaction History - Our Lady of Mercy College Parents & Friends Association				
Date	Description	Debit	Credit	Balance
21 NOV 2022	28152-OLMCParramatOLMC P [Eff date: 18 NOV 22]		\$29,967.74	\$102,936.56
19 OCT 2022	BANK CHARGES	\$0.12		\$72,968.82
21 SEP 2022	BANK CHARGES	\$0.33		\$72,968.94
13 SEP 2022	TFR TO 484799 053724522 ONL To-Daisy Chain Ref-Daisy Chain 25610 [Eff date: 13 SEP 22]	\$100.00		\$72,969.27
12 SEP 2022	TFR TO 815000 90587 ONL To-Diana Kazzi Ref-Diana Makhoul P&F Cocktail purchases Sep22 [Eff date: 11 SEP 22]	\$851.90		\$73,069.27

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Transaction History - Our Lady of Mercy College - 1142I1				
Date	Description	Debit	Credit	Balance
16 SEP 2022	#21 48,525.91 Due 18DEC22 1.5% [Eff date: 18 SEP 22]			Re-Invested
16 SEP 2022	COMP INT #21 0.35% [Eff date: 18 SEP 22]		\$42.77	\$48,525.91
17 JUN 2022	#21 48,483.14 Due 18SEP22 0.35% [Eff date: 18 JUN 22]			Re-Invested
17 JUN 2022	COMP INT #21 0.2% [Eff date: 18 JUN 22]		\$24.43	\$48,483.14
18 MAR 2022	#21 48,458.71 Due 18JUN22 0.2%			Re-Invested

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**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
AS AT 22 November 2022**

INCOME	Date	\$	Documentation / Support
Entertainment Book	8-Aug-22	52.00	per bank receipt
OLMC Account - P&F Levy	21-Nov-22	32,800.00	OLMC account Oct22
Term deposit interest	16-Sep-22	42.77	per bank receipt
TOTAL INCOME		32,894.77	

EXPENDITURE	Date	\$	
Bank charges Jul22	27-Jul-22	0.30	per bank charge
Bank charges Aug22	19-Aug-22	0.06	per bank charge
Bank charges Sep22	21-Sep-22	0.33	per bank charge
Bank charges Oct22	19-Oct-22	0.12	per bank charge
2022 P&F Cocktail event	12-Sep-22	851.90	expense claim - Diana Makhoul
Flowers for Teachers	13-Sep-22	100.00	invoice
Mercy Day - photo booth Time of our Lives Events P/L inv623	21-Nov-22	1,200.00	OLMC account Oct22
Northmead Growers Market(22695)[INV]236268/Fruits & Vegies	21-Nov-22	92.90	OLMC account Oct22
Northmead Growers Market(22695)[INV]236340/Fruits & Vegies	21-Nov-22	170.55	OLMC account Oct22
Coles(23680)[INV]139/Groceries/Groceries - Receipt 1166	21-Nov-22	34.60	OLMC account Oct22
Coles(23680)[INV]139/Groceries/Groceries - Receipt 8481	21-Nov-22	58.60	OLMC account Oct22
Coles(23680)[INV]140/Groceries/Groceries - Receipt 5083	21-Nov-22	56.00	OLMC account Oct22
Coles(23680)[INV]140/Groceries/Groceries - Receipt 5760	21-Nov-22	25.60	OLMC account Oct22
CBA CC Sept22 SG Dominos student catering P&Fevent	21-Nov-22	48.23	OLMC account Oct22
CBA CC Sept22 SG Glass hire P&F event-Walkers Party Hire	21-Nov-22	746.50	OLMC account Oct22
CBA CC Sept22 SAG Grocery supplies P&F cocktail	21-Nov-22	306.17	OLMC account Oct22
Petty cash TAS Oct 22/Dumpling P& F event 31/8/2022	21-Nov-22	93.11	OLMC account Oct22
Evette's lunchbook - Year 12 morning tea 23/9/22	17-Nov-22	2,530.00	Pending OLMC account
Evette's lunchbook - Father's day mass 2/9/22	17-Nov-22	1,470.00	Pending OLMC account
TOTAL EXPENDITURE		7,784.97	

NET RESULT - YTD FY 2022/23		25,109.80	
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**OUR LADY OF MERCY COLLEGE PARRAMATTA P&F ASSOCIATION
INCOME & EXPENDITURE
BUDGET 2022/23**

INCOME		\$
School P&F Levy		46,500.00
TOTAL INCOME		46,500.00

EXPENDITURE		\$
Major Projects		
1. Gym equipment upgrade		122,000.00
Major Events		
- Principal Cocktail evening		5,000.00
- Open Day BBQ		2,500.00
- Mercy Day (2 x photo booths + DJ)		1,500.00
Catering		
- World Teacher's Day		650.00
- Mother/Daughter Mass		1,250.00
- Father's Day Mass		1,250.00
- Year 12 graduation morning tea		2,000.00
- Other (TBC)		1,500.00
Other		
- Gifts		500.00
- Administration/Printing		250.00
TOTAL EXPENDITURE		138,400.00

NET RESULT	-	91,900.00
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**OUR LADY OF MERCY COLLEGE PARRAMATTA P&F ASSOCIATION
FUNDS STATEMENT
BUDGET 2022/23**

Opening Cash - 1 July 2022		123,158.78
Total Cash inflows		46,500.00
Total Cash outflows (Major Projects)	-	122,000.00
Total Cash outflows (Operating)	-	16,400.00
Closing Cash - 30 June 2023		31,258.78