



Our Lady of Mercy College
Parramatta

Parents & Friends' Association

General Meeting

MINUTES

Date: 21 November

Time: 7pm

Venue: OLMC Library

Attendees:

Lucie Farrugia (LF), Susan Giacomelli (SG), Pedro Sampaio (PS), Michael Johnson (MJ), Brindha Kugan (BK), Sheyana La Brooy (SL), Sean Mcintosh (SM), Katrina Leonardi (KL), Elizabeth Johnson, Api Nadarajah, Nazrinn Kitchil, Maria Ghazi

1. Welcome

Welcome

President

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Secretary

Vanessa Cassin

Justine Hanks

2.2 Acceptance of previous minutes

President

Elizabeth and Michael

3. Reports

3.1 Principal

- Report attached.
- LF also noted that the school will receive the ATARs of each student going forward, which was not the case before.

3.2 Community Relations & Fundraising Manager

- Report attached.

3.3 President

- Celebrated the number of parents and students who attended the opening of the Brigid Shelly Northern Wing.

3.4 Treasurer

- Report attached.

3.5 PRC

- SL gave an overview of the PRC and the purpose of this forum.

3.6 Social Convenor

- Thanked Susan for all the support and invaluable assistance in organising the events.

4. Matters arising from previous minutes:

4.1 Open Day Catering numbers - SG noted the following:

- Quantity recommended for Open Day 2024 catering:
 - 40 kg of onions
 - 1600 sausages
 - 1700 bread rolls from Bakers Delight, Parramatta - 20% discount on offer.
- *Action for SG – final figures to be provided to KL*
- *Action for SG – Roster to be circulated for parent volunteers on Open Day*
- *Action for SG – order the veggie patties*

5. General business

5.1 Lucie's Wish List for the College:

- Note: Levies collected are to be allocated back into school funds
- Project 1: New Marquee x 1 required – this is to be ordered to OLMC's specifications. Cost approx. \$2000
- Project 2: LinkedIn Training – by Sue Ellson
Opportunity to educate Senior students/ Staff/ Parents and Alumnae on the value of staying connected through LinkedIn.
Cost approx. \$5000 for the day for the presenter.

Committee and attendees voted in agreement to fund the above two projects for 2024.

5.2 P& F Welcome Cocktail Party:

Scheduled for Friday, 23 February 2024

Catering – Hospitality students will provide food and service

PS suggested including students' artwork for parents to view as part of the evening program.

6. Other business

6.1 School Fee increase of 6% for 2024:

- LF advised that the reason for the increase was due to the DET Teachers having incurred a massive pay hike creating a flow-on effect on Catholic and independent schools.
- Current cost of living pressures have also resulted in the fee increase overall.
- Parents can approach the school to discuss this matter if facing personal challenges as a consequence of the fee increase.



P&F Meeting

21 November 2023

Principal's Report

MERCY DAY

The College resembled more of a theme park than a school on Mercy Day. Following the traditional College Liturgy, the students were let loose on the grounds as they explored the many fun activities and food options organised by the staff. From petting zoos to dunking machines, everyone embraced the spirit of Mercy. On behalf of the students, I wish to thank the P&F for their continued support in funding the DJ and photo booths.

WORLD TEACHERS' DAY

On behalf of the staff at OLMC, I want to thank the P&F for providing morning tea on World Teachers Day. The staff thoroughly enjoyed the opportunity to come together to share this delightful morning tea.

HSC EXAMS

The Class of 2023 have now completed their HSC exams and enjoyed celebrating at their Formal last week. Results will be available on 14 December 2023.

OFFICIAL OPENING OF THE BRIGID SHELLY NORTHERN WING

Last Friday, we welcomed over 350 guests to celebrate the official opening of the Brigid Shelly Northern Wing. The evening commenced with a formal ceremony, featuring blessings by Indigenous local Julie Jones and the Very Reverend Robert Riedling. This eagerly anticipated addition will be accessible to the girls in 2024 and we look forward to hosting many events in this beautiful space, including next year's P&F Welcome Cocktail Party.

CELEBRATION OF ACHIEVEMENT – 4 December 2023

We are eagerly anticipating the opportunity to bring the OLMC community together for the Celebration of Achievement event at Quaycentre on 4 December 2023. The updated schedule is set from 4.00pm - 6.00pm. Students are excited about the daytime activities preceding their transportation to the venue. It is compulsory for all students.

I express my gratitude to the P&F Committee for their dedication to the College in 2023. I extend my thanks once more to the outgoing Committee and extend a warm welcome to the newly elected members.

Lucie Farrugia
Principal



P&F Meeting

21 November 2023

Community Relations & Fundraising Report

Careers Breakfast

In late August, the College hosted another Careers Breakfast, this time focusing on students with an interest in pursuing a career in Allied Health. This event provided an excellent great opportunity for parents to join and gain insights from our allied health professionals. Special thanks to alumnae, Irene Georgakopoulos (Class of 1999) for generously arranging her employees to speak to our community. In addition, four students were able to participate in the *Shadow a Clinician for a Day* program.

Father's Day

It was a fantastic Father's Day breakfast. Many thanks to all the Mum helpers, as well as to the P&F for generously funding the event.

Mercy Day

The DJ and photo booths were again a hit. Thank you to the P&F for supporting Mercy Day by funding these activities.

Year 12 Graduation Morning Tea

Thank you, again, to the P&F for providing the food for this event. It was lovely morning tea served between Mass and the Assembly.

Official Opening of the Brigid Shelly Building

It was a fantastic night for our community, made even more special by the donors walking around having photos sitting in 'their seat'. The *Sponsor a Seat* campaign raised \$45,000 in funding towards the new building.

Susan Giacomelli

Community Relations & Fundraising Manager

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE FORECAST
AS AT 20 November 2023**

INCOME	Full Year 2023/24 ACTUAL (\$)	Remaining months forecast (\$)	Full Year 2023/24 Forecast (\$)	Full Year 2023/24 Budget (\$)	Var (\$)
Bank Interest Received	\$207	\$0	\$207	\$0	\$207
Fundraising Received	\$0	\$0	\$0	\$0	\$0
School Levies Received	\$18,600	\$26,400	\$45,000	\$45,000	\$0
Other	\$9	\$0	\$9	\$0	\$9
TOTAL INCOME	\$18,816	\$26,400	\$45,216	\$45,000	\$216
EXPENDITURE					
Major Projects					
1. TBC	\$0	\$30,000	\$30,000	\$30,000	\$0
Total Major Projects	\$0	\$30,000	\$30,000	\$30,000	\$0
Major Events					
- P&F Cocktail evening	\$0	\$3,500	\$3,500	\$3,500	\$0
- Open Day BBQ	\$0	\$3,000	\$3,000	\$3,000	\$0
- Mercy Day (2 x photo booths + DJ)	\$1,300	\$0	\$1,300	\$1,400	\$100
Total Major Events	\$1,300	\$6,500	\$7,800	\$7,900	\$100
Catering					
- World Teacher's Day	\$0	\$650	\$650	\$650	\$0
- Mother/Daughter Mass	\$0	\$1,300	\$1,300	\$1,300	\$0
- Father's Day breakfast	\$0	\$1,400	\$1,400	\$1,400	\$0
- Year 12 graduation morning tea	\$0	\$2,500	\$2,500	\$2,500	\$0
- Other (TBC)	\$0	\$500	\$500	\$500	\$0
Total Catering	\$0	\$6,350	\$6,350	\$6,350	\$0
Other Expenditure					
- Gifts	\$0	\$500	\$500	\$500	\$0
- Administration/Printing	\$0	\$250	\$250	\$250	\$0
- Bank charges	\$0	\$0	\$0	\$0	(\$0)
Total Other Expenditure	\$0	\$750	\$750	\$750	(\$0)
TOTAL EXPENDITURE	\$1,300	\$43,600	\$44,900	\$45,000	\$100
NET RESULT	\$17,516	(\$17,200)	\$316	\$0	\$316

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
FUNDS STATEMENT & FORECAST
AS AT 20 November 2023**

CASH AT BANK	Full Year 2023/24 ACTUAL (\$)	Cashflows - Remaining Months (\$)	Full Year 2023/24 Forecast (\$)	Cash 2022/23 FY Budget (\$)	Var (\$)
Opening Cash - 1 July 2022	\$33,124		\$122,353	\$122,353	
Total Cash inflows	\$18,816	\$26,400	\$45,216	\$45,000	\$216
Total Cash outflows (Major Projects)	\$0	(\$30,000)	(\$30,000)	(\$30,000)	\$0
Total Cash outflows (Operating)	(\$1,300)	(\$13,600)	(\$14,900)	(\$15,000)	\$100
Closing Cash	\$50,640		\$33,440	\$33,124	\$316

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

DDF Bank Statements

AS AT 20 November 2023

Account List				
Account	Name	Current	Available	
1142S5	Our Lady of Mercy College Parents & Friends Association	\$26,267.88	\$26,267.88	
1142I1	Our Lady of Mercy College	\$24,372.05	\$0.00	

Authorisation Requests	
There are no Authorisation Requests to display.	

Account List				
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1142S5	Our Lady of Mercy College Parents & Friends Association	\$26,267.88	\$26,267.88	
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Transaction History - Our Lady of Mercy College Parents & Friends Association - ...				
Date	Description	Debit	Credit	Balance
26 OCT 2023	BANK CHARGES	\$0.12		\$26,267.88
13 OCT 2023	Entertainment Pu - COMM. 214248 [Eff date: 12 OCT 23]		\$9.00	\$26,268.00
18 SEP 2023	OLMC PARRAMATTA - 31248-OLMCParramat [Eff date: 15 SEP 23]		\$15,806.20	\$26,259.00
25 JUL 2023	BANK CHARGES	\$0.17		\$10,452.80
30 JUN 2023	Interest Credit		\$1.74	\$10,452.97

Transaction History - Our Lady of Mercy College - 1142I1				
Date	Description	Debit	Credit	Balance
18 SEP 2023	#21 24,372.05 Due 18DEC23 4.05%			Re-Invested
18 SEP 2023	COMP INT #21 3.4%		\$207.09	\$24,372.05
16 JUN 2023	#21 24,164.96 Due 18SEP23 3.4% [Eff date: 18 JUN 23]			Re-Invested
16 JUN 2023	COMP INT #21 2.6% [Eff date: 18 JUN 23]		\$157.33	\$24,164.96
17 APR 2023	#21 24,007.63 Due 18JUN23 2.6% [Eff date: 18 MAR 23]			Part Redeemed

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
AS AT 20 November 2023**

INCOME	P&L mapping	Date	\$	Documentation / Support
Term deposit interest	Bank Interest Received	18-Sep-23	\$207.09	per bank receipt
Entertainment Book	Other	13-Oct-23	\$9.00	per bank receipt
School levy	School Levies Received	18-Sep-23	\$18,600.00	OLMC Account Aug23
TOTAL INCOME			\$18,816.09	

EXPENDITURE		Date	\$	
Bank charges	- Bank charges	25-Jul-23	\$0.17	per bank charge
Bank charges	- Bank charges	26-Oct-23	\$0.12	per bank charge
2023 Mercy Day Photo booth & DJ	- Mercy Day (2 x photo booths + DJ)	18-Sep-23	\$1,300.00	OLMC Account Aug23
2023 Open Day - Padstow Foods inv 63235	- Open Day BBQ	18-Sep-23	\$311.50	OLMC Account Aug23
2023 Mothers Day Mass - catering French Kitchen inv 190229	- Mother/Daughter Mass	18-Sep-23	\$1,182.30	OLMC Account Aug23
2023 Open Day - Padstow Foods inv 63235	- Open Day BBQ	18-Sep-23	(\$311.50)	Incurred in 2022/23 - offset above
2023 Mothers Day Mass - catering French Kitchen inv 190229	- Mother/Daughter Mass	18-Sep-23	(\$1,182.30)	Incurred in 2022/23 - offset above
TOTAL EXPENDITURE			\$1,300.29	

NET RESULT - YTD FY 2022/23			\$17,515.80	
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