



# Our Lady of Mercy College Parramatta

## Parents & Friends Association

### General Meeting

#### MINUTES

**Date: 9 May 2023**

**Time: 7pm**

**Venue: Online**

**Attendees:**

Lucie Farrugia (LF), Susan Giacomelli (SG), Anthony Blomfield (AB),  
Pedro Sampaio (PS), Michael Johnson (MJ), Brindha Kugan (BK),  
Justine Hanks (JH), Sean McIntosh (SM), Elizabeth Johnson (EJ)  
Jaya Samtani (JS)

**1. Welcome**

Welcome

*Vice President*

Prayer

*Principal*

**2. Attendance and previous minutes**

**2.1 Attendance / Apologies**

Vanessa

Katrina

**2.2 Acceptance of previous minutes**

*Vice President*

Michael and Sean

**3. Reports**

**3.1 Principal**

Welcomed Anthony Blomfield and introductions to the P&F Committee  
Report follows these minutes

**3.2 Community Relations & Fundraising Manager**

Report follows these minutes

**3.3 President**

apology

**3.4 Treasurer**

Report follows these minutes

**3.5 Secretary**

No reports

**3.6 PRC**

No upcoming events noted yet.

Action: SLB to follow up and advise if anything upcoming and this can be aligned with school newsletter.

**3.7 Social Convenor**

apology

**4. Matters arising from previous minutes**

**4.1 Jujitsu lessons**

Now up and running

**5. General business**

**5.1 Mother's Day**

Discussion on event logistics and catering

**5.2 Open Day - review**

Action: SG to provide an update to Katrina on catering numbers seen at Open day for future reference and budgeting.

**6. Other business**

EJ sought clarification on how many new applicants interviewed for 2025 were siblings.

Post meeting note: SG confirmed the number as 34 siblings.

JS noted as a returning parent, the interview process was a positive experience for both parents and the student.



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**P&F Meeting**

**9 May 2023**

## Principal's Report

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### **P&F COCKTAIL PARTY**

It was lovely to see so many parents enjoying themselves at the P&F Cocktail Party in February. I hope this event will continue to grow and serve as a warm welcome to those new to the OLMC parent community.

### **OPEN DAY & ENROLMENTS**

Over 1800 visitors came through the College. Such a wonderful celebration of our community. Much thanks to the many parent volunteers we had cooking, serving and cleaning all day.

The new lecture format and longer day assisted in accommodating the large number of visitors on site.

This year was also the first time we open applications on Open Day. Enrolments are strong. At last count, we had 334 enrolments applications for only 220 places in Year 7, 2025. Last Saturday, we conducted interviews with 250 of these families prior to offering places over the coming weeks.

### **STAFF DEVELOPMENT DAYS**

At the end of last year, the staff enjoyed a Spirituality Day on the last day of term, followed by a Staff Development Day on the first day of Term 2. Both days serve to improve the professional skills of our staff while supporting wellbeing and relationships within our community.

### **BUILDING UPDATE**

The Brigid Shelly building is coming along nicely and due to be completed in 2023. We are all anxiously awaiting this as well as the completion of the Francis Kearney lift which should be done well before the end of term. The cost for this lift was well in excess of the expectation because of unforeseen issues under the earth once the piers needed to be set.

### **DUBLIN**

I am grateful for the time I spent in Dublin during the break. The Sisters of Mercy organised for myself and 4 other Mercy Principals to visit and stay in Catherine McAuley's House and learn the stories of her life delivered by those who have dedicated their lives to her legacy.

## **ATHLETICS CARNIVAL**

We were blessed with a beautiful sunny day for this year's carnival. It is always a joy to see students and staff in this colourful spectacle. The supportive way students cheer and applaud their fellow Mercy Girls at College carnivals is to be commended. McAuley won the Joan Hartley Spirit Shield and Clare took out Champion House.

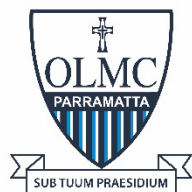
## **ONE-OFF SPORTS SCHOLARSHIP**

The College is offering a one-off Sports Scholarship to a student entering Years 8-12 in 2024. The candidate will need to demonstrate sporting achievements at an elite level (State or National). Applications close 31 May 2023. The scholarship is open for anyone to apply, both current students and students outside the College.

## **DEPUTY PRINCIPAL**

We welcome this week, Anthony Blomfield, our new Deputy. Anthony has enjoyed the settling in period and commented most graciously on the welcome he received. Anthony attended his first student assembly and like all of us who have been in one of our assemblies was pleasantly surprised by the variety of items and the excellence which is applauded and supported by all students.

*Lucie Farrugia*  
**Principal**



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**P&F Meeting**

**9 May 2023**

## **Community Relations & Fundraising Report**

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### **P&F COCKTAIL PARTY**

A successful night, although numbers were a little less than anticipated. Regardless, everyone seemed to enjoy themselves and we were fortunate enough to have our VET classes on hand to provide affordable catering.

### **OPEN DAY**

A very big THANK YOU to the amazing number of parents who assisted on the day. A special thank you to the P&F Committee and in particular, Katrina Leonardi for ordering all the food. There was a great sense of community around the P&F BBQ and you made what was hard work look fun!

### **MOTHER DAUGHTER MASS & AFTERNOON TEA**

Mother Daughter Mass & Afternoon will be held next Monday. I have been liaising with Katrina. We have approx. 400 attendees. I will discuss catering and delivery with Katrina.

### **COLLEGE MUSICAL – The Little Mermaid**

The College musical will be performed to sellout crowds over three nights next week. There will be a Food Festival before each performance and the Year 12 Business Services class will be selling programs, merchandise, raffle tickets and refreshments over the three nights. The excitement is brewing!

### **WOMEN IN LEADERSHIP – 24 May 2023**

We are looking forward to hosting our sixth annual Women in Leadership Forum on Wednesday, 24 May 2023. We have a great line up Tracey Spicer AM, Dr Louise Koelmeyer, Jayne Steer and Lana Taylor. We have again secured parking for our guests at Parramatta Leagues Club. We encourage your whole family (Dads too) and friends to attend as our speakers are always so inspirational and free.

Susan Giacomelli

***Community Relations & Fundraising Manager***

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.  
INCOME & EXPENDITURE FORECAST  
AS AT 6 May 2023**

INCOME	Year to date as at 6 May 2023 (\$)	Remaining months forecast (\$)	Full Year 2022/23 Forecast (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
Bank Interest Received	\$529	\$0	\$529	\$0	\$529
Fundraising Received	\$0	\$0	\$0	\$0	\$0
School Levies Received	\$45,000	\$0	\$45,000	\$46,500	(\$1,500)
Other	\$63	\$0	\$63	\$0	\$63
<b>TOTAL INCOME</b>	<b>\$45,592</b>	<b>\$0</b>	<b>\$45,592</b>	<b>\$46,500</b>	<b>(\$908)</b>

EXPENDITURE	Year to date as at 6 May 2023 (\$)	Remaining months forecast (\$)	Full Year 2022/23 Forecast (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
<b>Major Projects</b>					
1. Gym equipment upgrade	\$120,723	\$0	\$120,723	\$122,000	\$1,277
<b>Total Major Projects</b>	<b>\$120,723</b>	<b>\$0</b>	<b>\$120,723</b>	<b>\$122,000</b>	<b>\$1,277</b>
<b>Major Events</b>					
- P&F Cocktail evening	\$4,240	\$0	\$4,240	\$5,000	\$760
- Open Day BBQ	\$2,588	\$0	\$2,588	\$2,500	(\$88)
- Mercy Day (2 x photo booths + DJ)	\$1,200	\$0	\$1,200	\$1,500	\$300
<b>Total Major Events</b>	<b>\$8,028</b>	<b>\$0</b>	<b>\$8,028</b>	<b>\$9,000</b>	<b>\$972</b>
<b>Catering</b>					
- World Teacher's Day	\$646	\$0	\$646	\$650	\$4
- Mother/Daughter Mass	\$0	\$1,250	\$1,250	\$1,250	\$0
- Father's Day breakfast	\$1,470	\$0	\$1,470	\$1,250	(\$220)
- Year 12 graduation morning tea	\$2,530	\$0	\$2,530	\$2,000	(\$530)
- Other (TBC)	\$0	\$0	\$0	\$1,500	\$1,500
<b>Total Catering</b>	<b>\$4,646</b>	<b>\$1,250</b>	<b>\$5,896</b>	<b>\$6,650</b>	<b>\$754</b>
<b>Other Expenditure</b>					
- Gifts	\$100	\$0	\$100	\$500	\$400
- Administration/Printing	\$0	\$0	\$0	\$250	\$250
- Bank charges	\$2	\$0	\$2	\$0	(\$2)
<b>Total Other Expenditure</b>	<b>\$102</b>	<b>\$0</b>	<b>\$102</b>	<b>\$750</b>	<b>\$648</b>
<b>TOTAL EXPENDITURE</b>	<b>\$133,499</b>	<b>\$1,250</b>	<b>\$134,749</b>	<b>\$138,400</b>	<b>\$3,651</b>
<b>NET RESULT</b>	<b>(\$87,907)</b>	<b>(\$1,250)</b>	<b>(\$89,157)</b>	<b>(\$91,900)</b>	<b>\$2,743</b>

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.  
FUNDS STATEMENT & FORECAST  
AS AT 6 May 2023**

CASH AT BANK	Year to date as at 6 May 2023 (\$)	Cashflows - Remaining Months (\$)	Cash 2022/23 FY Forecast (\$)	Cash 2022/23 FY Budget (\$)	Var (\$)
<b>Opening Cash - 1 July 2022</b>	<b>\$122,353</b>		<b>\$122,353</b>	<b>\$122,353</b>	
Total Cash inflows	\$45,592	\$0	\$45,592	\$46,500	(\$908)
Total Cash outflows (Major Projects)	(\$120,723)	\$0	(\$120,723)	(\$122,000)	\$1,277
Total Cash outflows (Operating)	(\$12,776)	(\$1,250)	(\$14,026)	(\$16,400)	\$2,374
<b>Closing Cash</b>	<b>\$34,445</b>		<b>\$33,195</b>	<b>\$30,453</b>	<b>\$2,743</b>

# OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

## DDF Bank Statements

### AS AT 6 May 2023

Account List			
Account	Name	Current	Available
114255	Our Lady of Mercy College Parents & Friends Association	\$10,437.67	\$10,437.67
114211	Our Lady of Mercy College	\$24,007.63	\$0.00

**Authorisation Requests**

There are no Authorisation Requests to display.

**New Messages**

There are no New Messages

Transaction History - Our Lady of Mercy College Parents & Friends Association - ...				
Date	Description	Debit	Credit	Balance
01 MAY 2023	MAR 23 BANK CHARGES	\$0.66		\$10,437.67
01 MAY 2023	DEPOSIT AT BANK From: OLMC PARRAMATTA Ref: 29747-OLMCParramat [Eff date: 28 APR 23]		\$5,797.47	\$10,438.33
18 APR 2023	TFR TO 062223 10524460 ONL To-Our Lady of Mercy College Parram Ref-Gym fit-out transfer to OLMC - balance [Eff date: 17 APR 23]	\$30,722.56		\$4,640.86
17 APR 2023	TFR FROM 114211 [Eff date: 18 MAR 23]		\$25,000.00	\$35,363.42
28 MAR 2023	BANK CHARGES FEB23	\$0.02		\$10,363.42

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Account List			
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114211	Our Lady of Mercy College	\$24,007.63	\$0.00

**Authorisation Requests**

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**New Messages**

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Transaction History - Our Lady of Mercy College - 114211				
Date	Description	Debit	Credit	Balance
17 APR 2023	#21 24,007.63 Due 18JUN23 2.6% [Eff date: 18 MAR 23]			Part Redeemed
17 APR 2023	TFR TO 114255 [Eff date: 18 MAR 23]	\$25,000.00		\$24,007.63
17 MAR 2023	#21 49,007.63 Due 18JUN23 2.6% [Eff date: 18 MAR 23]			Re-Invested
17 MAR 2023	COMP INT #21 2.5% [Eff date: 18 MAR 23]		\$300.25	\$49,007.63
16 DEC 2022	#21 48,707.38 Due 18MAR23 2.5% [Eff date: 18 DEC 22]			Re-Invested

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**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.  
INCOME & EXPENDITURE  
AS AT 6 May 2023**

INCOME	P&L mapping	Date	\$	Documentation / Support
Entertainment Book	Other	8-Aug-22	\$52.00	per bank receipt
OLMC Account - P&F Levy	School Levies Received	21-Nov-22	\$32,800.00	OLMC account Oct22
Term deposit interest	Bank Interest Received	16-Sep-22	\$42.77	per bank receipt
Bank interest	Bank Interest Received	31-Dec-22	\$4.06	per bank receipt
Term deposit interest	Bank Interest Received	18-Dec-22	\$181.47	per bank receipt
DEPOSIT AT BANK From: Entertainment Pu Ref: COMM. 214248	Other	22-Mar-23	\$11.00	per bank receipt
DEPOSIT AT BANK From: OLMC PARRAMATTA Ref: 29747-OLMCParramat	School Levies Received	1-May-23	\$12,200.00	OLMC account Apr22
COMP INT #21 2.5%	Bank Interest Received	17-Mar-23	\$300.25	per bank receipt
<b>TOTAL INCOME</b>			<b>\$45,591.55</b>	

EXPENDITURE		Date	\$	
Bank charges Jul22	- Bank charges	27-Jul-22	\$0.30	per bank charge
Bank charges Aug22	- Bank charges	19-Aug-22	\$0.06	per bank charge
Bank charges Sep22	- Bank charges	21-Sep-22	\$0.33	per bank charge
Bank charges Oct22	- Bank charges	19-Oct-22	\$0.12	per bank charge
2022 P&F Cocktail event	- P&F Cocktail evening	12-Sep-22	\$851.90	expense claim - Diana Makhoul
Flowers for Teachers	- Gifts	13-Sep-22	\$100.00	invoice
Mercy Day - photo booth Time of our Lives Events P/L inv623	- Mercy Day (2 x photo booths + DJ)	21-Nov-22	\$1,200.00	OLMC account Oct22
Northmead Growers Market(22695)[INV]236268/Fruits & Vegies	- P&F Cocktail evening	21-Nov-22	\$92.90	OLMC account Oct22
Northmead Growers Market(22695)[INV]236340/Fruits & Vegies	- P&F Cocktail evening	21-Nov-22	\$170.55	OLMC account Oct22
Coles(23680)[INV]139/Groceries/Groceries - Receipt 1166	- P&F Cocktail evening	21-Nov-22	\$34.60	OLMC account Oct22
Coles(23680)[INV]139/Groceries/Groceries - Receipt 8481	- P&F Cocktail evening	21-Nov-22	\$58.60	OLMC account Oct22
Coles(23680)[INV]140/Groceries/Groceries - Receipt 5083	- P&F Cocktail evening	21-Nov-22	\$56.00	OLMC account Oct22
Coles(23680)[INV]140/Groceries/Groceries - Receipt 5760	- P&F Cocktail evening	21-Nov-22	\$25.60	OLMC account Oct22
CBA CC Sept22 SG Dominos student catering P&Fevent	- P&F Cocktail evening	21-Nov-22	\$48.23	OLMC account Oct22
CBA CC Sept22 SG Glass hire P&F event-Walkers Party Hire	- P&F Cocktail evening	21-Nov-22	\$746.50	OLMC account Oct22
CBA CC Sept22 SAG Grocery supplies P&F cocktail	- P&F Cocktail evening	21-Nov-22	\$306.17	OLMC account Oct22
Petty cash TAS Oct 22/Dumpling P& F event 31/8/2022	- P&F Cocktail evening	21-Nov-22	\$93.11	OLMC account Oct22
Evette's lunchbook - Year 12 morning tea 23/9/22	- Year 12 graduation morning tea	17-Nov-22	\$2,530.00	OLMC account Mar23
Evette's lunchbook - Father's day mass 2/9/22	- Father's Day breakfast	17-Nov-22	\$1,470.00	OLMC account Mar23
Bank charges Nov22	- Bank charges	21-Dec-22	\$0.30	per bank charge
Gym fit-out transfer to OLMC	1. Gym equipment upgrade	9-Feb-23	\$90,000.00	OLMC account Feb23
OLMC Open Day expenses 2023 - additional sausages	- Open Day BBQ	8-Mar-23	\$91.00	expense claim - E Johnson
OLMC Open Day expenses 2023	- Open Day BBQ	8-Mar-23	\$2,496.88	expense claim - K Leonardi
BANK CHARGES FEB23	- Bank charges	28-Mar-23	\$0.02	per bank charge
Gym fit-out transfer to OLMC - balance	1. Gym equipment upgrade	18-Apr-23	\$30,722.56	Manual request - M Cuzic Apr23
MAR 23 BANK CHARGES	- Bank charges	1-May-23	\$0.66	per bank charge
2022 World Teachers Morning tea - Villers Canteen gluten free	- World Teacher's Day	1-May-23	\$37.27	OLMC account Mar23
2022 World Teachers Morning tea - Cakery and Co - cupcakes	- World Teacher's Day	1-May-23	\$609.00	OLMC account Mar23
2023 P&F cocktail party - various expenses	- P&F Cocktail evening	1-May-23	\$1,756.26	OLMC account Mar23
<b>TOTAL EXPENDITURE</b>			<b>\$133,498.92</b>	
<b>NET RESULT - YTD FY 2022/23</b>			<b>(\$87,907.37)</b>	