



Our Lady of Mercy College Parramatta

Parents & Friends Association

Annual General Meeting MINUTES

Date: 31 October 2023

Time: 7pm

Venue: OLMC

Attendees:

Lucie Farrugia (LF), Susan Giacomelli (SG), Vanessa Cassin (VC), Pedro Sampaio (PS), Sheyana LaBrooy (SL), Brindha Kugan (BK), Sean McIntosh (SM), Elizabeth Johnson (EJ), Nazrina Kitchil (NK)

1. Welcome

Welcome

Principal

Prayer

Principal

2. Attendance

2.1 Attendance / Apologies

Secretary

Michael Johnson

Katrina Leonardi

Justine Hanks

Jaya Samtani

3. Reports

3.1 Principal

Report follows these minutes.

3.2 President

Report follows these minutes.

3.3 Treasurer

Report follows these minutes.

3.6 PRC

Nothing new to report.

4. Election and New P&F Committee

The following people were elected to the P&F Committee at the meeting:

President -	Pedro Sampaio Nominated by: Vanessa Cassin Seconded by: Elizabeth Johnson
Vice President -	Vanessa Cassin Nominated by: Pedro Sampaio Seconded by: Sean McIntosh
Treasurer -	Michael Johnson Nominated by: Elizabeth Johnson Seconded by: Pedro Sampaio
Secretary -	Brindha Kugan Nominated by: Vanessa Cassin Seconded by: Pedro Sampaio
Social Convenor -	Katrina Leonardi Nominated by: Elizabeth Johnson Seconded by: Sean McIntosh
PRC Representative -	Sheyana La Brooy Nominated by: Brindha Kugan Seconded by: Elizabeth Johnson
Ordinary Member (1) -	Justine Hanks Nominated by: Pedro Sampaio Seconded by: Vanessa Cassin
Ordinary Member (2) -	Sean McIntosh Nominated by: Elizabeth Johnson Seconded by: Pedro Sampaio
Ordinary Member (3) -	Nazrina Kitchil Nominated by: Sheyana La Brooy Seconded by: Brindha Kugan

Principal's Annual Report

P&F Association AGM, October 2023



The year began with the community gathered for the **Opening School Mass**. Such gatherings provide an opportunity for reflection and spiritual connection, which are important aspects of a vibrant school community.

We celebrated the outstanding achievements of our newest alumnae from the graduating **Class of 2022** at a College assembly in February.

The College hosted over 1600 visitors at **Open Day** this year. I would like to express my gratitude to the P&F Committee and other parent for their contributions in making Open Day such a success. We thank those who dedicated their time and resources to enhance the OLMC experience for everyone involved.

Enrolments at the College have been strong with the total number of students steady around 1068 and we are looking forward to welcoming around 220 new Year 7s in 2024. The total number of enrolments will increase from 1080 to approx. 1110 at the start of next year.

We are excited for the official opening of the **Brigid Shelly Northern Wing** on 17 November 2023. This ceremony will celebrate the state-of-the-art facilities designed to enhance the education experience of the OLMC community. We especially look forward to welcoming and showing our gratitude to those generous donors who sponsored seats in the **Brigid Shelly Auditorium**.

The College appreciates and thanks the P&F for its ongoing support of activities such as Open Day, Mother's Day, Father's Day, Year 12 Graduation, World Teachers' Day and Celebration of Achievement.

Mercy Day. On behalf of the students, I would like to thank the P&F for the generous donation of the DJ and photo booths which contributed to the great success of Mercy Day.

I would like to take this opportunity to thank the outgoing Committee for their dedication and hard work in fostering a positive and inclusive environment for our community. We look forward the P&F's ongoing involvement in 2024.

Lucie Farrugia

Principal

OLMC P&F – 2023 Presidents Report

- Thank you to the whole team. It has been another great year, and everyone has been very generous with their time.
- Thank you to Susan Giacomelli for all the support she has provided throughout the year, especially with catering and event management.
- Thank you to Lucie Farrugia, Sallyann Guthrie and all the staff at OLMC for their support and enthusiasm when working with the P&F.

Members of the P&F has been involved in many activities at OLMC this year. Some have been quite public, while others were behind the scenes.

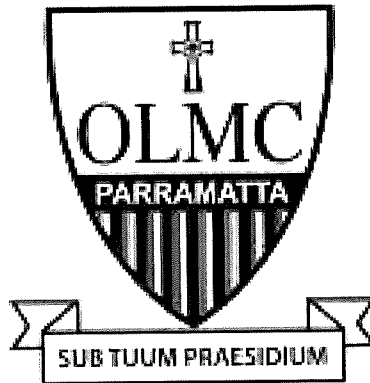
- Cocktail Party in February
- Sausage sizzle at Open Day in March
- Focus group for Principal's review
- Mother's Day afternoon tea
- Father's Day Breakfast (+ Michael parent speaker & singing at the Mass)
- Mercy Day Mass
- Focus group for ACER Review
- Yar 12 Graduation Mass & Assembly – presentation of an award
- Upcoming opening of new building works

The P&F's major achievement for the year was funding the upgrade of the College gymnasium. Thank you to Steven Adams and the PDHPE Team who presented the P&F with such a comprehensive plan for the gym. The plan clearly showed the benefit to all the students and staff of the proposed upgrades and left the P&F confident that this was a suitable project to spend a substantial amount of money on.

Vanessa Cassin

2023 P&F President

31.10.23



**OUR LADY OF MERCY COLLEGE
PARRAMATTA
PARENTS & FRIENDS ASSOCIATION**

FINANCIAL REPORT

FOR THE 12 MONTHS ENDED 30 JUNE 2023

**OUR LADY OF MERCY COLLEGE PARRAMATTA
PARENTS & FRIENDS ASSOCIATION**

COMMITTEE REPORT

The Committee of the Parents and Friends Association ("P&F") of Our Lady of Mercy College Parramatta ("the College") present their report on the Association for the 12 months ended 30 June 2023.

1. General information

(a) Committee Members

The names of the Committee in office at 30 June 2023 were:

President	Vanessa Cassin
Vice-President	Pedro Sampaio
Treasurer	Michael Johnson
PRC Rep	Sheyana La Brooy
Secretary	Brindha Kugan
Social Convenor	Katrina Leonardi
Ordinary Members	Justine Hanks, Sean McIntosh, Jaya Samtani

(b) Principal Objectives

The principal objectives of the Association are to:

- (a) Support the work of the College in the Mercy tradition.
- (b) Be a forum for participation in the life of the College by parents and friends.
- (c) Raise funds and undertake activities by such means and for purposes as agreed upon with the College from time to time.
- (d) Liaise with the principal in matters relating to the College.

(c) Results and review of Operations

The operating **deficit** for the P&F during the twelve months ended 30 June 2023 was \$89,229 (2022: surplus of \$41,209)

The P&F operates as a Non-Profit Sub-entity as part of the legal entity of the College.

Under Constitution dated 8 March 2021, completion of Financial Year was amended to 30 June from calendar year from 2021 onwards.

**OUR LADY OF MERCY COLLEGE PARRAMATTA
PARENTS & FRIENDS ASSOCIATION**

COMMITTEE REPORT

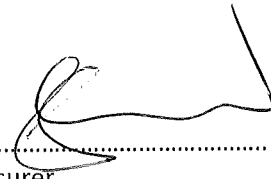
(d) The OLMC Finance Manager Review

The OLMC Finance Manager has reviewed accounts for the 12 months ended 30 June 2023.
Correspondence can be found on page 4.

Signed in accordance with a resolution of the Committee



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President



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Treasurer

Dated this 9 of Nov 2023



Our Lady of Mercy College
Parramatta

9th October 2023

The Members

Our Lady of Mercy College Parramatta Parents and Friends Association (P&F)

As an employee of Our Lady of Mercy College Parramatta (the College), I am not in a position to, nor do I express an independent audit opinion upon the financial reports of Our Lady of Mercy College P&F as the P&F forms a part of the legal entity of the College.

I have reviewed the books and other records of the P&F and advise that the attached financial reports for the year ended 30th June 2023, has been prepared in accordance with these books and records.

Yours sincerely,

ANN HARVEY

Acting Finance Manager

Our Lady of Mercy College Parramatta

*A work of the Sisters
of Mercy Parramatta
since 1889*

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**OUR LADY OF MERCY COLLEGE PARRAMATTA
PARENTS & FRIENDS ASSOCIATION
STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR TO 30 JUNE 2023**

	2022/23	2021/22
	\$	\$
INCOME		
Bank Interest Received	\$687.62	\$74.52
School Levies Received	\$45,000.00	\$45,000.00
Other	\$77.00	\$97.57
	\$45,764.62	\$45,172.09
 EXPENDITURE		
Major Project	\$120,722.56	\$0.00
Annual P&F Cocktail event	\$4,240.42	\$0.00
Open Day functions	\$2,899.38	\$1,795.82
Father/Mother daughter Mass	\$2,652.30	\$1,056.11
Year 12 Functions	\$2,530.00	\$465.00
Mercy Day / Other Mercy Works	\$1,200.00	\$0.00
Other Functions/catering	\$646.27	\$645.00
Gifts	\$100.00	\$0.00
Bank charges / Administration	\$2.23	\$1.22
	\$134,993.16	\$3,963.15
 Surplus / (Deficit) to Accumulated Funds	(\$89,228.54)	\$41,208.94

**OUR LADY OF MERCY COLLEGE PARRAMATTA
PARENTS & FRIENDS ASSOCIATION
FUNDS STATEMENT
FOR THE YEAR TO 30 JUNE 2023**

	2022/23	2021/22
	\$	\$
ASSETS		
Cash at Bank		
DDF - OLMC P&F account	\$10,452.97	\$74,675.64
Less: Unpresented Cheques	(\$1,493.80)	(\$806.11)
DDF - OLMC Term Deposit	\$24,164.96	\$48,483.14
	<u>\$33,124.13</u>	<u>\$122,352.67</u>
 REPRESENTED BY MEMBERS FUNDS		
Opening Accumulated Funds	\$122,352.67	\$81,143.73
Surplus / (Deficit) to Accumulated Funds	(\$89,228.54)	\$41,208.94
	<u>\$33,124.13</u>	<u>\$122,352.67</u>

**OUR LADY OF MERCY COLLEGE PARRAMATTA
PARENTS & FRIENDS ASSOCIATION**

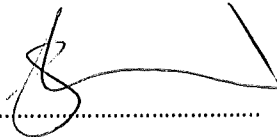
COMMITTEE DECLARATION

The committee of the P&F declare that in their opinion the attached financial statements give a true and fair view of the financial position and performance of the P&F.

On behalf of the Committee:



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President



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Treasurer

Dated: 9 November 2023