



Our Lady of Mercy College
Parramatta

Parents & Friends' Association

General Meeting

MINUTES

Date: 8 August 2023

Time: 7pm

Venue: Online

Attendees:

Lucie Farrugia (LF), Susan Giacomelli (SG), Vanessa Cassin (VC), Pedro Sampaio (PS), Michael Johnson (MJ), Brindha Kugan (BK), Justine Hanks (JH), Sheyana La Brooy (SL), Sean McIntosh (SM), Elizabeth Johnson (EJ), Jaya Samtani (JS), Katina Leonardi (KL), Con Christou (CC), Anjana, Sheron Kumar (SK)

1. Welcome

Welcome

President

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Secretary

None

2.2 Acceptance of previous minutes

President

Elizabeth and Pedro

3. Reports

3.1 **Principal**

Report attached.

3.2 **Community Relations & Fundraising Manager**

Report attached.

3.3 **President**

Congratulated the teachers and school on the enormous success of the Little Mermaid Musical.

Commended the positive experience at the year 10 subject selection process.

3.4 **Treasurer**

Report attached.

VC proposed a motion to accept the Budget for 23/24 Financial year in

principle and JS seconded motion.

3.5 PRC

- SL gave an overview of the PRC and the purpose of this forum.
- SL noted an event coming up on Positive Parenting, on 21st August which will go out through Newsletter.
- LF noted that the forums were free for parents to attend – OLMC pays a levy for this forum and parents encouraged to attend.

3.6 Social Convenor

- KL provided an overview on Father's Day breakfast.
- Catering similar to last year where canteen will be organising this.
- Volunteer mums to help in the morning – call out for volunteers.

4. Matters arising from previous minutes

4.1 PRC event updates SL – completed.

4.2 Open Day Catering numbers - SG noted the following:

- 1600 attendees approx.
- 1500 sausages.
- 70 kg of onions - noted as too much – 40kg suggested for next time
- **Action for SG - amount needed for bread rolls ordered for this year's Open Day**
- *Note for 2024:* Bakers Delight in Parramatta approached College and have offered to provide food for staff development day – keep in mind to check with them for next year's Open day.

5. General business

5.1 Father's Day Breakfast

- VC called out for volunteers.
- No prep required – just need help setting up the platters and cleaning up at end.
- Concludes by 9am
- Anj volunteered.

5.2 Mercy Day – DJ & Photo booths

- P&F funding the DJ and Photo booth.
- SG called out for any contributions/donations for raffle on the day or to inform/advise of any contacts for people who might provide donations.

5.3 Year 12 Graduation Breakfast

- Volunteers not required.
- P&F funded and amount already in the budget.

6. Other business

- VC queried about World Teachers' Day and if any activities were planned.

LF noted that this was during the holiday this year – to review a date for when this can be celebrated.

Action: date TBC in Term 4.

P&F usually fund the morning tea for this session.

- VC also noted that we could find money when the new building opens.

- AK acknowledged the Year 12 communications coming out.

This has been extremely helpful. Commended the school on the transitioning of the students and parents. Feel very supported by the school in this process.

- Anj queried status of School Sports Scholarship.

LF noted that letters have been sent out to those selected for the scholarship.

- VC noted that the AGM was coming up in Term 4. New parents encouraged to put their hand up and join the committee.



P&F Meeting

8 August 2023

Principal's Report

COLLEGE MUSICAL – The Little Mermaid

The many months of preparation paid off when the College was filled with music and laughter during the three nights of stunning performances of *The Little Mermaid*. Our students performed to sell-out crowds and the buzz in the community was and still is being positively felt.

WOMEN IN LEADERSHIP

The College welcomed an incredible line up of speakers at its sixth Women in Leadership Forum in May. This event is a highlight on our calendar and has become embedded in our tradition.

NEW STUDENT LEADERS

The new Students Leaders for 2023/2024 were commissioned at the College Assembly in June. The new leaders attended a Leadership Camp a couple of weeks ago, engaging in various team-building activities design to cultivate effective communication, problem-solving and decision-making skills. They were also busy developing a vision for the upcoming year which will be announced at our next whole school assembly. We are very proud of the entire Year 12 cohort for 2024.

ALUMNAE CAREERS BREAKFAST & YEAR 11 COURSE PREFERENCES

In late June, we welcomed back 4 inspiring alumnae to speak to our senior students about their personal experiences and diverse career paths. Over 90 girls attended the Careers Breakfast which started the day of deliberation for our Year 10 students who also attended their Year 11 Course Preference in the evening.

ENROLMENTS

We are currently sitting at 1062 with a new year 7 intake for 2024 at 224. There are 100 families on a wait list. There were 420 people who wanted to attend the last school tour.

PISA RESULTS – The OECD Program for International Student Assessment

In 2022, OLMC took part in the PISA standardised testing which results in comparative data gathering from National and international schools world wide. I am very pleased and proud to announce that in all areas of testing within English, Mathematics and Science OLMC are well above the average both nationally and internationally.

BUILDING UPDATE

All is coming to completion and we should be ready to officially open the building in early term 4 and will use it for classes soon after.

Lucie Farrugia

Principal



P&F Meeting

8 August 2023

Community Relations & Fundraising Report

MOTHER DAUGHTER MASS & AFTERNOON TEA

Thank you to Vanessa Cassin and Brindha Kugan for picking up the food from the French Kitchen and delivering it to the College during the day. A big thank you to Ammon Cassin, Michael Johnson and Rodney Elias for assisting with serving the afternoon tea – a mammoth task for 3 people. We had approx. 400 people attend.

COLLEGE MUSICAL

The College musical was a great success. The event and fundraising team worked with the Year 12 Business Services class with designing and selling programs, merchandise, raffle tickets and refreshments over the three nights. The Food Festival created a buzz prior to each performance. Each vendor was charged a fee for their service and, together with our sponsors and sales, we raised almost \$10,000.

WOMEN IN LEADERSHIP

This event was a great success. Our senior hospitality classes and their teachers did an amazing job of catering for the evening. Our musicians serenaded guests as they chatted in Kavanagh Place. We had a great turn out and the feedback buzz words: inspiring, thought-provoking, determination, appreciated the honesty. Our guest speakers were impressed by the quality of the event and especially by our students. Free parking at the Parramatta Leagues Club was also greatly appreciated.

CAREERS BREAKFAST

We continue to be inspired by our wonderful alumnae with another successful Alumnae Careers Breakfast in late June. We welcomed back four Mercy Girls with varying experience in different careers to speak with our senior students about their journey from school to now. We will be holding another Careers event on 24 August – Allied Health Careers Breakfast for students and parents. We are fortunate to have an active Alumnae Association who fund our Careers events to support our students as they leave the College and I would like to thank the Alumnae Committee for their generosity.

Susan Giacomelli

Community Relations & Fundraising Manager

**OUR LADY OF MERCY COLLEGE PARRAMATTA P&F ASSOCIATION
INCOME & EXPENDITURE
BUDGET 2023/24**

INCOME	\$
School P&F Levy	45,000.00
TOTAL INCOME	45,000.00

EXPENDITURE	\$
Major Projects	
1. TBC	30,000.00
Major Events	
- Principal Cocktail evening	3,500.00
- Open Day BBQ	3,000.00
- Mercy Day (2 x photo booths + DJ)	1,400.00
Catering	
- World Teacher's Day	650.00
- Mother/Daughter Mass	1,300.00
- Father's Day Mass	1,400.00
- Year 12 graduation morning tea	2,500.00
- Other (TBC)	500.00
Other	
- Gifts	500.00
- Administration/Printing	250.00
TOTAL EXPENDITURE	45,000.00

NET RESULT	-
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**OUR LADY OF MERCY COLLEGE PARRAMATTA P&F ASSOCIATION
FUNDS STATEMENT
BUDGET 2023/24**

CASH AT BANK	\$
Opening Cash - 1 July 2023	33,124.00
Total Cash inflows	45,000.00
Total Cash outflows (Major Projects)	- 30,000.00
Total Cash outflows (Operating)	- 15,000.00
Closing Cash - 30 June 2024	33,124.00

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS
INCOME & EXPENDITURE FORECAST
AS AT 30 June 2023**

INCOME	Full Year 2022/23 ACTUAL (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
Bank Interest Received	\$688	\$0	\$688
Fundraising Received	\$0	\$0	\$0
School Levies Received	\$45,000	\$46,500	(\$1,500)
Other	\$77	\$0	\$77
TOTAL INCOME	\$45,765	\$46,500	(\$735)

EXPENDITURE	Full Year 2022/23 ACTUAL (\$)	Full Year 2022/23 Budget (\$)	Var (\$)
Major Projects			
1. Gym equipment upgrade	\$120,723	\$122,000	\$1,277
Total Major Projects	\$120,723	\$122,000	\$1,277
Major Events			
- P&F Cocktail evening	\$4,240	\$5,000	\$760
- Open Day BBQ	\$2,899	\$2,500	(\$399)
- Mercy Day (2 x photo booths + DJ)	\$1,200	\$1,500	\$300
Total Major Events	\$8,340	\$9,000	\$660
Catering			
- World Teacher's Day	\$646	\$650	\$4
- Mother/Daughter Mass	\$1,182	\$1,250	\$68
- Father's Day breakfast	\$1,470	\$1,250	(\$220)
- Year 12 graduation morning tea	\$2,530	\$2,000	(\$530)
- Other (TBC)	\$0	\$1,500	\$1,500
Total Catering	\$5,829	\$6,650	\$821
Other Expenditure			
- Gifts	\$100	\$500	\$400
- Administration/Printing	\$0	\$250	\$250
- Bank charges	\$2	\$0	(\$2)
Total Other Expenditure	\$102	\$750	\$648
TOTAL EXPENDITURE	\$134,993	\$138,400	\$3,407
NET RESULT	(\$89,229)	(\$91,900)	\$2,671

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS
FUNDS STATEMENT & FORECAST
AS AT 30 June 2023**

CASH AT BANK	Full Year 2022/23 ACTUAL (\$)	Cash 2022/23 FY Budget (\$)	Var (\$)
Opening Cash - 1 July 2022	\$122,353	\$122,353	
Total Cash inflows	\$45,765	\$46,500	(\$735)
Total Cash outflows (Major Projects)	(\$120,723)	(\$122,000)	\$1,277
Total Cash outflows (Operating)	(\$14,271)	(\$16,400)	\$2,129
Closing Cash	\$33,124	\$30,453	\$2,671

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

DDF Bank Statements

AS AT 30 June 2023

Account List			
Account	Name	Current	Available
1142S5	Our Lady of Mercy College Parents & Friends Association	\$10,452.97	\$10,452.97
114211	Our Lady of Mercy College	\$24,164.96	\$0.00

Authorisation Requests

There are no Authorisation Requests to display.

Transaction History - Our Lady of Mercy College Parents & Friends Association				
Date	Description	Debit	Credit	Balance
30 JUN 2023	Interest Credit		\$1.74	\$10,452.97
21 JUN 2023	BANK CHARGES	\$0.22		\$10,451.23
16 JUN 2023	DEPOSIT AT BANK From: Entertainment Pu Ref: COMM. 214248 [Eff date: 15 JUN 23]		\$14.00	\$10,451.45
30 MAY 2023	BANK CHARGES	\$0.22		\$10,437.45
01 MAY 2023	MAR 23 BANK CHARGES	\$0.66		\$10,437.67

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Account List			
Account	Name	Current	Available
1142S5	Our Lady of Mercy College Parents & Friends Association	\$10,452.97	\$10,452.97
114211	Our Lady of Mercy College	\$24,164.96	\$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 - 114211				
Date	Description	Debit	Credit	Balance
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
17 APR 2023	TFR TO 1142S5 [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

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**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
AS AT 30 June 2023**

INCOME	P&L mapping	Date	\$	Documentation / Support
Entertainment Book	Other	8-Aug-22	\$52.00	per bank receipt
School 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
Entertainment Book	Other	22-Mar-23	\$11.00	per bank receipt
School levy	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
Entertainment Book	Other	16-Jun-23	\$14.00	per bank receipt
Bank interest	Bank Interest Received	30-Jun-23	\$1.74	per bank receipt
Term deposit interest	Bank Interest Received	16-Jun-23	\$157.33	
TOTAL INCOME			\$45,764.62	

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
APR 23 BANK CHARGES	- Bank charges	30-May-23	\$0.22	per bank charge
MAY 23 BANK CHARGES	- Bank charges	21-Jun-23	\$0.22	per bank charge
2023 Open Day Padstow Foods -Inv 63235	- Open Day BBQ	30-Jun-23	\$311.50	OLMC account Jun23
2023 Mother's Day Mass - catering French Kitchen Inv 190229	- Mother/Daughter Mass	30-Jun-23	\$1,182.30	OLMC account Jun23
TOTAL EXPENDITURE			\$134,993.16	

NET RESULT - YTD FY 2022/23			(\$89,228.54)
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