



Friends of Frayne

Friendship – Support – Community



URSULA FRAYNE
CATHOLIC COLLEGE

AGM MEETING MINUTES TUESDAY 20 NOVEMBER 2018

8.00PM – 8.30PM

CONFERENCE ROOM, DUNCAN STREET CAMPUS

CHAIR: Melody Miles

- Welcome:** Melody opened the meeting and welcomed everyone.
- Apologies:** Vanessa Ormonde-Barker, Atoa Enari, Kylie Benton.
- Minutes of the Previous Annual General Meeting:** No changes to previous minutes.
Moved: Tricia Green
Second: Leanne Gardner
- Chairperson's Report:** Melody presented her report on the years' events organised by The Friends of Frayne during 2018. Melody thanked everyone for their support throughout the year. Spoke to the new logo fashioned around the thoughts of friendship, support, community. A copy of the Chairpersons's Report is presented as *Attachment One*.
- Treasurer's Report:** Tricia Green presented the Treasurer's Report for 2018 on PowerPoint. A copy of the Treasurer's Report is presented as *Attachment Two*.
- Election and Announcement of the New Members of The Friends of Frayne Council for 2019:** Nominations for the Executive Council and Sub-Coordinators closed on 13 November and the following positions are now in place:

President	Melody Miles
Duncan Campus Coordinator	
Balmoral Campus Coordinator	Jasmine Collier
Treasurer	Tricia Green
Secretary	Kelly Chambers
Nominee to the College Board	Anna Hill
Auxiliary to Balmoral Campus	
Senior Sub-school Coordinator	Atoa Enari
Middle Sub-school Coordinator	Sharon Willesen
Junior Sub-school Coordinator	Rose-Marie Hadarin
Prep Sub-school Coordinator	Maike Bollen
Care Package Coordinator	Vanessa Ormonde-Barker

Ideally you would have a child in the final year of that Sub-school during 2019 or have had older children come through the Sub-school.

Some positions have been filled for Year Level Class Coordinators (Balmoral Campus Only), whilst others are still available. Full listing to be provided as soon as complete.

Available positions on the council will stay open until the first meeting of 2019.

Meeting closed at **8.51pm**.

ATTACHMENT ONE

Friends of Frayne plays a vital role in developing and caring for our College Community. We are committed to friendship, support and community and we started our year by developing a new logo promoting these core values. Thankyou to Kelly Chambers for capturing the spirit of Friends of Frayne in this wonderful logo design.

Our commitment to "friendship raising" was strongly supported by the College Community as we held our calendar of events throughout the year. Our first event for the year was our Middle School Information evening where families were welcomed and were able to enjoy drinks and a light supper following the formalities. Thankyou to our Executive Council, parents and students who showed their hospitality on the night.

The Movie Night (featuring Moana) was as popular as ever this year and featured pre movie attractions such as an old fashioned lolly shop, book stall, glitter tattoos, food vans, bouncy castle and student lead activities such as face painting. The Discos held for Kindy, Preparatory School, Junior School and Year 7 were very well attended again this year. Thankyou to Year 9 student Max Di Lello and DJ Headache for their amazing DJ skills, Class Coordinators and College staff.

It was a sea of pink cupcakes at this year's Mother's Day Liturgy and Morning Tea. Friends of Frayne enlisted "Forged in Sugar" to make over 400 beautiful cupcakes for this event.

Friends of Frayne were excited to host the parent event, 80's Trivia Night in June where we were transported back in time when stone wash denim was fashionable. Special appearances from Dolly Parton, Monkey, Adam Ant, Gene Simmons and the Village People made it an unforgettable night. A sincere thank you to everyone who made this event possible, including our event committee led by Kelly Chambers, our many parent helpers, sponsors and the College Community.

Our Balmoral Campus Coordinator Jasmine Collier organised our Balmoral Campus Fun Run this year (with the help of a Storm Trooper Aka Marcus Collier and Darth Vader, Mr Dalton) which had a crazy hair and socks theme. Over \$500 was raised for MercyWorks, LifeLink and St Vincent de Paul charities. This event has quickly become a favorite on the College Calendar.

The Year 12 Parent Thank You breakfast was a special event this year and beautifully organised by Tania Baharom and Jen Wishart with support from Friends of Frayne.

Whilst Friends of Frayne focuses our attention to "friendship raising", it is important to note that funds collected through the Fundraising Levy have allowed us to commit to many valuable initiatives such as upgrading the AV system at the Duncan Street Campus Gymnasium, the provision of hospitality at key events (e.g, interschool athletics carnivals, Assemblies, this year's College Musical) and most recently, a significant contribution to the completion of the Rooftop Greenhouse at the Duncan Street Campus.

A heartfelt thankyou to our exceptional Executive Council members Tricia Green (Treasurer), Kelly Chambers (Secretary), Jasmine Collier (Balmoral Campus Coordinator) and Juliet Robertson (Duncan Street Campus Coordinator in Term 1). A very special thanks also to Anna Hill (Nominee to the College Board) and our College staff representatives, Principal Geoff Mills and Vice Principal Veronica Parker.

Atoa Enari (Senior School Sub Coordinator) and Sharon Willeson (Middle School Sub Coordinator) did a great job working together to support events at the Duncan Street Campus throughout the year.

Balmoral Street Campus was represented by Maike Bollen (Preparatory School Sub Coordinator) and Kylie Benton (Junior School Sub Coordinator) and Vanessa Ormonde-Barker (Auxiliary and Care Package Coordinator). Teresa Lukin has been our Scholastics BookClub Coordinator for the past 6 years and is now handing over the reins. Thankyou Teresa for your amazing efforts.

Our Balmoral Campus Class Coordinators are congratulated for their commitment this year in helping to bring our College Community together through social events and supporting College and Friends of Frayne initiatives.

I would also like to extend a sincere "Thank You" to Mr Ian Johnston and Mr Lee Barker for helping us at our events. Their sense of humour and "can do" approach has been greatly appreciated.

Thankyou to the College staff who supported us in all our initiatives.

Finally, my thanks to the College Community for supporting Friends of Frayne this year. There have been so many families who have volunteered their time to contribute to our College initiatives. You are awesome.

As we move into 2019, I urge all College Families to actively embrace the opportunity to build our community through the Friends of Frayne spirit.

Melody Miles
President
Friends of Frayne

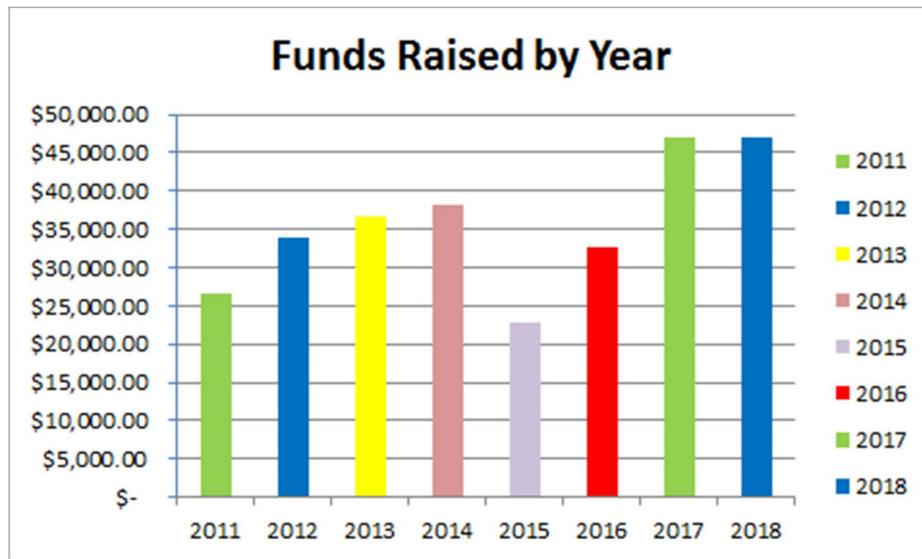
ATTACHMENT TWO

Friends of Frayne Annual General Meeting 2018 Interim Treasurers Report

On behalf of all the members of Friends of Frayne I am proud to present interim 2018 Financial Accounts covering the period 1st January 2018 to 20th November 2018.

These accounts have not yet been audited, however they will be during January 2019 once they have been finalised for the full year, and in time for acceptance into the records at the first meeting in 2019 of the Friends of Frayne committee.

2018 was the second year Friends of Frayne collected the compulsory \$50 fundraising levy per family. The amount received in 2018 was \$46,928.30, which was nearly identical to the amount received in 2017.



Since 2014 Friends of Frayne have held a major social event every second year. This year the 80's Trivia Night was held in late July and was a major success in terms of community building. An added bonus was achieving a profit of just over \$7,000 from this event. This was achieved from table sales, beverage sales, and generous community donations of prizes for live and silent auctions.

Friends of Frayne in 2018 continued to work with the College to provide events which enhanced the community of Ursula Frayne Catholic College. Our aim to have more of a presence on the Duncan Campus saw Friends of Frayne providing cupcakes for guests at the Mother's Day Morning Tea at a cost of \$1,320. For the second year Friends of Frayne worked with the College at the Middle School Information Night by providing beverages to parents who attended, giving new members of our community an opportunity to socialise and meet fellow parents. The total cost to Friends of Frayne for this event was just over \$840. Chocolates were also handed to our year 12 students during their mid-year exams to let them know the community was thinking of them during what can be a stressful time. Finally, for the second year a group of Year 11 parents and students hosted the Year 12 Thank You Breakfast in September – an event that gives the College a chance to thank the Year 12's and their parents for being part of our community. This year's breakfast cost \$560.

We continued our traditional events on the Balmoral Campus of the Movie Night, the Disco and the Preparatory School Sports Carnival. These three events are great fixtures on the community calendar, and raised a total of nearly \$1,800 between them. The Balmoral Campus Fun Run gave our students the chance to give back. All students donated a gold

coin to one of three charities, and I'm delighted to report that after this year's Fun Run, Friends of Frayne provided cheques totalling \$590 to St Vincent de Paul Society, Mercy Works and LifeLink.

Special thanks to Mr Andrew Dalton for supporting the Fun Run by giving a class prize of extra free play to the class that ran the most laps.

A new initiative across both campuses this year was the introduction of Food Boxes at Interschool Swimming and Athletics Carnivals. Healthy snacks including muesli bars and fruit were provided by Friends of Frayne to give our competing students an energy boost while they represent our College. The cost of this for 2018 was just under \$500.

Our Annual Friends of Frayne Barefoot Bowls Night is becoming quite the competitive evening! This year's event was attended by over 70 members of the community, and after all costs are realised the event will break even.

Friends of Frayne continued to provide Care Packages to students and staff within our community when they sadly lose a family member. This is not something that we advertise, it's a quiet gesture to let them know they have the thoughts and prayers of the community with them. The cost of the Care Packages for 2018 was just under \$540.

Friends of Frayne isn't just about supporting our students and parents. On the first day of term 4 we provided a small bag of homemade fudge to all College staff in recognition of World Teacher Appreciation Day which fell during the school holidays. We thank all of the staff of our College that have assisted and supported Friends of Frayne events in any way throughout 2018.

The year is not over for us yet. We still have a small token to give our Year 9's to celebrate their move from Middle School to Senior School, as well as providing cupcakes to our Year 2's as they celebrate their transition from the Preparatory School to the Junior School. Finally in the last week of school we are supporting the Year 5 parents as they host the Year 6 Celebration Supper.

Thank you to Vanessa for the time spent in accepting and balancing the school banking. This year school banking provided \$749 in revenue that allows the Friends of Frayne to host the Assembly morning teas on the junior campus. Auxiliary costs were significantly higher this year than in previous years. Additional costs for this year included:

- \$150 for new fencing to block off access to certain school areas during out of hours events. Thank you to Ian Johnston and Lee Barker for sourcing and making these for us.
- \$150 for Friends of Frayne mini cupcakes for visitors at the Balmoral Campus Open Day in May.
- \$420 for two new urns which were purchased as they are much safer to use than our old ones, especially when students are assisting at events.

Unfortunately this year one of our Friends of Frayne bank accounts was hacked, with 13 transactions totalling nearly \$6,500 being withdrawn from one of our accounts. Thankfully all funds have since been returned by Westpac. Detailed results for all events held to date are listed on the Interim Financial Statement.



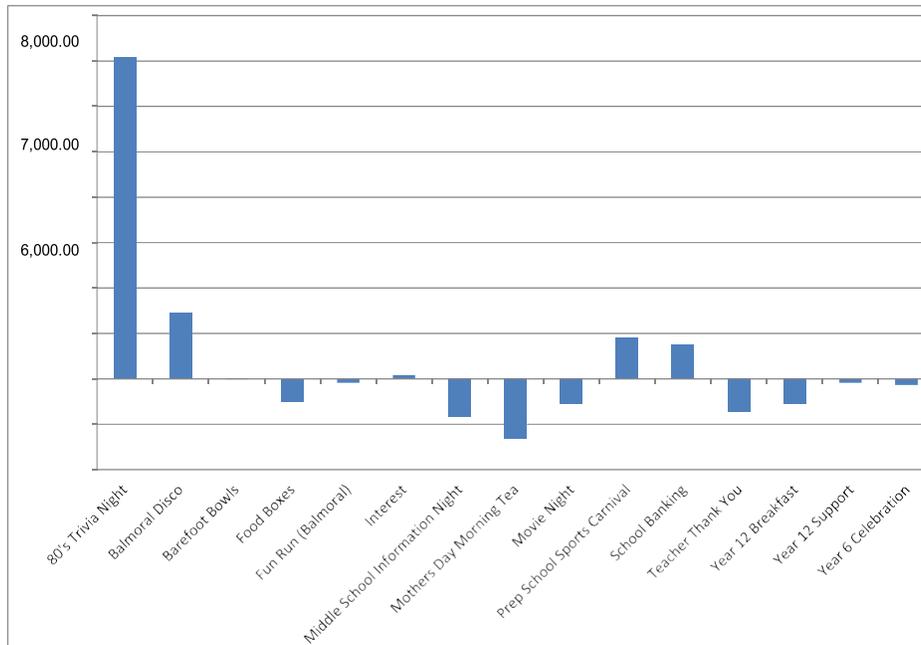
Friends of Frayne
2018 Interim Financial Statement



URSULA FRAYNE
CATHOLIC COLLEGE

OPENING BALANCE - 01 January 2018		73,595.91
Events		
	80's Trivia Night	7,073.91
	Balmoral Disco	1,445.31
	Barefoot Bowls	9.27
	Food Boxes	(498.65)
	Fun Run (Balmoral)	(82.50)
	Middle School Information Night	(841.64)
	Mothers Day Morning Tea	(1,320.00)
	Movie Night	(553.74)
	Prep School Sports Carnival	899.63
	School Banking	749.25
	Teacher Thank You	(725.00)
	Year 2 Celebration	-
	Year 6 Celebration	(134.13)
	Year 9 Celebration	-
	Year 12 Breakfast	(558.23)
	Year 12 Support	(89.23)
		<u>5,374.25</u>
	Fundraising Levy	46,928.30
	Interest Earned	83.30
Costs		
	Donations	33,118.00
	Care Packages	537.22
	Auxillary Costs	1,616.21
		<u>35,271.43</u>
CLOSING BALANCE - 20 November 2018		\$ 90,710.33

RESULTS BY EVENT



I submit the interim 2018 Financial Statement and advise that the funds raised to date will be allocated as follows:

- As per the Friends of Frayne Charter, \$5,000 will be retained to cover expenses that are expected to be incurred early in 2019;
- Friends of Frayne have agreed in principle to fund the Greenhouse and Rooftop Garden at Duncan Street at a cost of \$75,000. This is a major investment that all students on the Duncan Campus will be able to access, and we are very excited to be part of such a major project.

It is with great pleasure that we can advise that following acceptance of this interim report by the Board, Friends of Frayne have a balance of \$10,710 from 2018 funds available to use on projects around the College.

The updated final financial report will be available at the first Friends of Frayne meeting of 2019 following the finalisation of all revenue and costs for the 2018 calendar year.

Thank you to all the Parents, Friends and Staff of The Ursula Frayne Catholic College community for their support in 2018.

Tricia Green
Treasurer
Friends of Frayne