



FRIENDS of FRAYNE



URSULA FRAYNE
CATHOLIC COLLEGE

AGM MEETING MINUTES
TUESDAY 26 NOVEMBER 2019
8.00PM – 8.30PM
CONFERENCE ROOM, DUNCAN STREET CAMPUS

CHAIR: Melody Miles

- Welcome:** Melody opened the meeting and welcomed everyone.
- Apologies:** *Alana Hepworth.*
- Minutes of the Previous Annual General Meeting:** No changes to previous minutes.
Moved: Tricia Green
Second: Jasmine Collier
- President's Report:** Melody presented her report on the years' events organised by The Friends of Frayne during 2019. Melody thanked everyone for their support throughout the year. A copy of the President's Report is presented as *Attachment One.*
- Treasurer's Report:** Tricia Green presented the Treasurer's Report for 2019 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 2020:** Nominations for the Executive Council and Sub-Coordinators closed on 15 November and the following positions are now in place:

President	Melody Miles
Treasurer	Jasmine Collier
Secretary	Desiree Passalacqua
Duncan Campus Coordinator	Sally Okoye
Balmoral Campus Coordinator	Samantha Swain
Nominee to the College Board	
Senior Sub-school Coordinator	Kayo Adams
Middle Sub-school Coordinator	Alana Hepworth
Junior Sub-school Coordinator	Nicole Middleton
Prep Sub-school Coordinator	Heather Fraser
Auxiliary to Balmoral Campus	Jess Pochintesta

Auxiliary to Duncan Campus
Scholastics Book Club Coordinator
Care Package Coordinator

Bronwyn Bergl
Samantha Swain
Vanessa Ormonde-Barker

Available positions on the council will stay open until the first meeting of 2020.

Meeting closed at **8:42pm**.

ATTACHMENT ONE

In the spirit of friendship, support and community we started 2019 with a College Calendar full of events and an enthusiasm to serve our College Community.

Our commitment to “friendship raising” was strongly supported by the College Community as we held our calendar of events and initiatives throughout the year. Our first event for the year was our Year 7 Parent Information and Social evening where families were welcomed and were able to enjoy drinks and a light supper following the formalities. Thank you to our Executive Council, parents and students who showed their hospitality on the night.

The Movie Night (featuring The Incredibles 2) was enjoyed by many families this year and featured pre-movie attractions such as an old fashioned lolly shop, games (for adults and children!), 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. Thank you to Year 10 student Max Di Lello and DJ Headache for their amazing DJ skills, Class Coordinators and College staff.

Mother’s Day saw the return of the sea of pink cupcakes at the Mother’s Day Liturgy and Morning Tea. Friends of Frayne once again enlisted “Forged in Sugar” to make over 400 beautiful cupcakes for this event.

Friends of Frayne provided support to many College sporting events throughout the year including food tubs for the Interschool Swimming, Athletic and Cross-Country Teams. The Preparatory School Sports Carnival had an amazing cake stall and sausage sizzle/sushi again this year. Thank you to the parents who helped with these events.

We extended hospitality and were involved in many events during the year including the 120 Year Celebration, the Balmoral Campus Open Day, “Your Move” Day and Kindy Information Evening. Thoughtful initiatives were undertaken to provide encouragement and comfort to students during exams and our Teachers were honored during World Teacher’s Day with beautiful packets of fudge.

Balmoral Campus Coordinator Jasmine Collier organised our Balmoral Campus Fun Run this year (with the help of a Dinosaur, aka Marcus Collier) which had a crazy hair and socks theme. Over \$700 was raised for MercyWorks, LifeLink and St Vincent de Paul charities. This event is a firm favorite on the College Calendar.

Book Week at the Balmoral Street Campus included a Scholastics Book Fair, which was held over four days, with parents filling the volunteer roster. The cake stall held during Book Week raised over \$336, which was donated to the College Library.

Woolworths Earn & Learn resulted in some fantastic art supplies being purchased for K-12. Thank you to all of the families for getting involved and to Kelly Chambers for organising the process.

Friends of Frayne were proud to support the Year 12 Parent and Student Thank You breakfast, a special event beautifully organised by Sally Okoye, Tania Baharom, Jen Wishart, Nicole Ralph, Melissa West, Kerri Richards-Scully, Julie McAdam, Carol Farson and Karen Connelly. A big thanks to Paula Szymenderski and her staff and students for their input.

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 valuable initiatives, such as contributing to the installation of sports netting at Duncan Street Campus and sponsoring a number of students to attend the Catholic Youth Festival. We were honoured to attend the Stage 12 Blessing and Opening Ceremony in October following funds committed by Friends of Frayne funding the Greenhouse in the Sky Garden.

A heartfelt thank you to our exceptional Executive Council members Tricia Green (Treasurer), Kelly Chambers (Secretary), Jasmine Collier (Balmoral Campus Coordinator) and Sally Okoye (Duncan Street Campus Coordinator). 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.

Kayo Adams (Senior School Sub Coordinator), Alana Hepworth (Middle School Sub Coordinator) and Bronwyn Bergl (Duncan Street Auxiliary) did a great job working together to support events at the Duncan Street Campus throughout the year.

Balmoral Street Campus was represented by Jillian Kosovich (Preparatory School Sub Coordinator) and Rosemary Hadarin (Junior School Sub Coordinator). Thanks also to Vanessa Ormonde-Barker (Care Package Coordinator and School Banking), Caitlin Broderick (School Banking), Suzie Mott (School Banking) and Rose Warburton and Samantha Swain (Scholastics Book Club).

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 both 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 again this year.

Thank you 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 simply fantastic!

As we move into 2020, 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

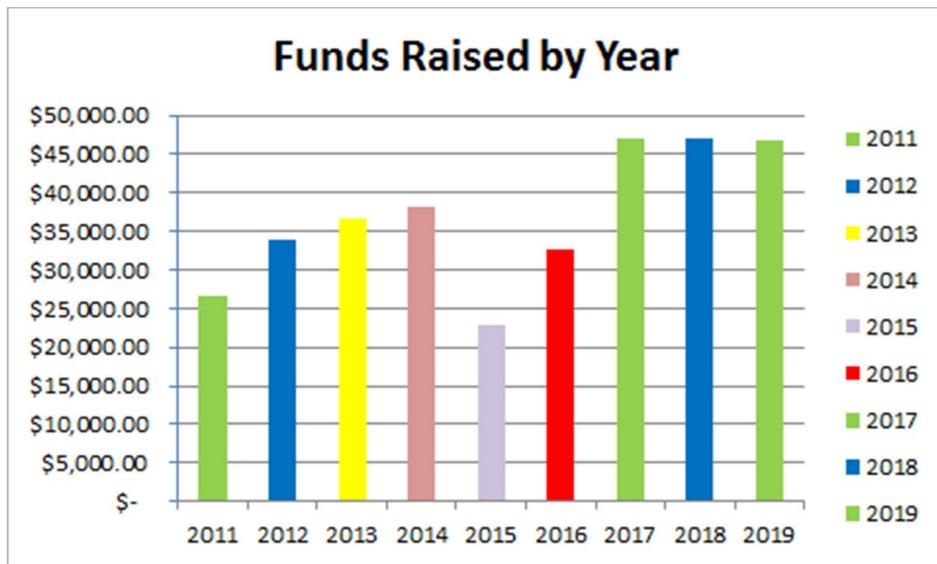
ATTACHMENT TWO

Friends of Frayne Annual General Meeting 2019
Interim Treasurers Report

On behalf of all the members of Friends of Frayne I am proud to present interim 2019 Financial Accounts covering the period 1 January 2019 to 26 November 2019.

These accounts have not yet been audited; however, they will be during January 2020 once they have been finalised for the full year, and in time for acceptance into the records at the first meeting in 2020 of the Friends of Frayne committee.

We are now into our third year of collecting the compulsory \$50 Friends of Frayne fundraising levy per family. The amount received in 2019 was \$46,703.65, which is consistent with totals received over the previous two years.



As reported last year, our major contribution to the College this year was \$75,000 towards the Greenhouse and Rooftop Garden at Duncan Street. Friends of Frayne also contributed 50% of costs towards netting to protect the new building from student outdoor activities at a cost to us of \$5,760.

Friends of Frayne did not hold a major social event this year, however planning has already begun for June 2020. With the continued focus on community as opposed to fundraising, not all events that were held made a profit in 2019.

It's wonderful that as a parent group the decision for several years has been to work with the College to provide events which enhance the community of Ursula Frayne Catholic College. Thanks to the team of parents at the Duncan Campus, Friends of Frayne is continuing to increase our presence on the campus where appropriate.

This year we again provided cupcakes for guests at the Mother's Day Morning Tea at a cost of \$1,395. Friends of Frayne again 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 under \$470. This year care packs were provided to the year 12 students in their common room with food and treats to let them know the community was thinking of them during what can be a stressful exam time. Finally, the relatively new tradition of Year 11 parents and students hosting the Year 12 Thank You Breakfast occurred again 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 just over \$800.

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 \$1,500 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 totaling \$720 to St Vincent de Paul Society, Mercy Works and LifeLink.

We continued to provide Food Boxes across both campuses 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 2019 was just over \$650.

The Annual Friends of Frayne Barefoot Bowls Night continues to bring out the competitive side in some of our parents! This year's event was attended by nearly 70 members of the community, and after all costs are realised the event will record a small loss.

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 2019 was just under \$800.

We wouldn't have a Friends of Frayne without the College, and within the College the wonderful staff that educate and assist our children on a daily basis. 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 2019.

Friends of Frayne haven't finished for 2019 just 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, we support the Year 5 parents in the last week of school as they continue the tradition of hosting the Year 6 Celebration Supper.

This year school banking provided \$440 in revenue. This revenue has been steadily decreasing over the years. After careful review and a vote, it was decided to discontinue the school banking program. We thank all parents who have assisted with this initiative over the years.

Additional out of the ordinary Auxiliary costs that were incurred this year included:

- \$315 for red hi-vis vests for use by volunteers at Friends of Frayne events.
- \$320 for Friends of Frayne badges for use by volunteers at Friends of Frayne events.

Detailed results for all events held to date are listed on the Interim Financial Statement.



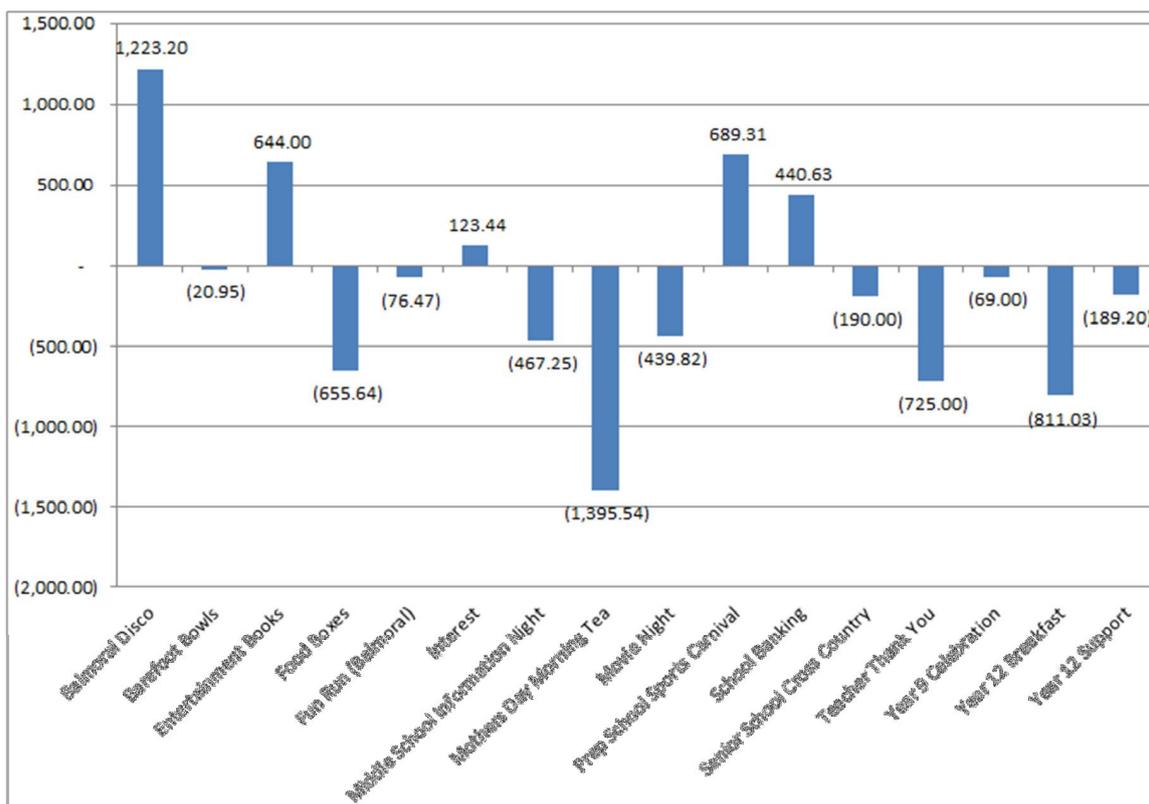
Friends of Frayne
2019 Interim Financial Statement



URSULA FRAYNE
CATHOLIC COLLEGE

OPENING BALANCE - 01 January 2019		89,816.53
Events	Balmoral Disco	1,223.20
	Barefoot Bowls	(20.95)
	Entertainment Books	644.00
	Food Boxes	(655.64)
	Fun Run (Balmoral)	(76.47)
	Middle School Information Night	(467.25)
	Mothers Day Morning Tea	(1,395.54)
	Movie Night	(439.82)
	Prep School Sports Carnival	689.31
	School Banking	440.63
	Senior School Cross Country	(190.00)
	Teacher Thank You	(725.00)
	Year 2 Celebration	-
	Year 6 Celebration	-
	Year 9 Celebration	(69.00)
	Year 12 Breakfast	(811.03)
	Year 12 Support	(189.20)
		<u>(2,042.76)</u>
Fundraising Levy		46,703.65
Interest Earned		123.44
Costs	Donations	80,759.50
	Care Packages	790.77
	Auxillary Costs	1,445.83
		<u>82,996.10</u>
CLOSING BALANCE - 26 November 2019		\$ 51,604.76

RESULTS BY EVENT



I submit the interim 2019 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 2020;
- At this stage no significant projects have been agreed to for future expenditure. The balance of funds will be retained until the next project is agreed and voted on in conjunction with the College.

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 \$46,604 from 2019 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 2020 following the finalisation of all revenue and costs for the 2019 calendar year.

Thank you to all the Parents, Friends and Staff of The Ursula Frayne Catholic College community for their support in 2019.

Tricia Green
Treasurer
Friends of Frayne