

FRIENDS OF FRAYNE

MEETING MINUTES



URSULA FRAYNE: BALMORAL STREET CAMPUS – TUESDAY 18 AUGUST – 7.00PM

IN ATTENDANCE

Melody Miles, Samantha Swain, Nikki Middleton, Jess Pochintesta, Heather Fraser, Julia-Anne Simmons, Josephine Daqui, Jasmine Collier, Geoff Mills, Veronica Parker, Alana Hepworth, Sally Okoye, Kelly Chambers

APOLOGIES: Bronwyn Bergl, Kayo Adams, Desi Holz

APPROVAL OF MINUTES

The minutes were read from the previous meeting held on 27 July 2020 7:00PM and approved by:

Moved – Sally Okoye

Seconded – Heather Fraser

The minutes were read from the previous meeting held on 17 June 2020 7:00PM and approved by:

Moved – Sally Okoye

Seconded – Samantha Swain

MINUTES ARISING FROM PREVIOUS MEETING

Lights at Duncan Street Campus: Discussed as part of Principal's Report, see attached proposal to Minutes.

Hand Sanitizer: Sally is awaiting costings from providers for installing hand hygiene stations for both campuses. Envisage wall mounted units and then 2-3 mobile units for events.

Bike Racks and Climbing Rope Structure: Discussed as part of the Principal's Report, attached.

Green Batch Recycling: Samantha provided an update on the program. Agreed to invite the manager of the initiative to the next meeting for a presentation. The program commences in October and there is also an option for the provider to talk to staff/attend an Assembly where appropriate. Veronica also attended a Town of Vic Park event where a cans collection service was discussed.

Book Club and Book Fair: Samantha advised that set up for the Fair will be in the Hall at BC, most likely this Friday in time for Monday morning. Timeslots for Parent Help are filling up quickly. Posters, Facebook, and the Newsletter continue to advertise the event.

Entertainment Books: Melody advised that Desi continues to manage this process, funds to date outlined in the Treasurer's Report attached and discussed.

College Photos Contract: Kelly provided an overview of 6 possible providers. A small Sub-Committee to be formed to conduct the review. Veronica will send out a survey this week to parents seeking their feedback. Melody will call for parent volunteers who may be interested to be involved via the newsletter and Facebook. Need a minimum of 2-3 parents.

PRINCIPAL'S REPORT

Made by **Geoff Mills**.

Updates

1. Geoff and Veronica congratulated and thanked Friends of Frayne for the great events held on Friday 7 August (Fraser Park Picnic and DC Parent Event) and for their acknowledgment on Principal's Day.
2. Currently looking at the next stages of Capital Development. The next major phase will be at Duncan Street Campus.
3. Friends of Frayne Funds Allocation Proposal: Geoff provided a proposal for discussion that outlines key initiatives for consideration (Bike racks at BC and DC, DC lighting and BC Playground). Attached to these Minutes. Of significance was a Proposed Junior School Playground Development on the BC Campus. Junior School is need of play equipment and Geoff provided a series of the types of options that could be available. It was agreed that a Sub-Committee be formed with a combination of College Teachers and Parents in consultation with students to explore the best options and report back to the Committee. Would be fantastic to have an Occupational Therapist involved. Melody to call for parent volunteers (Newsletter, Facebook). Discussion on funds allocation will continue at future meetings.
4. COVID-19, Phase 4 continues to remain in place at this stage until 24 October. The College is committed to working out the best ways to run key events (e.g. Year 12 Graduation and Year 6 Celebration) to provide the best possible experience for the students. Frayne Day will be held however will be for students only. More details will be released closer to the dates.

PRESIDENT'S REPORT

Melody thanked and acknowledged the Committee for creating such a great set of events on 7 August.

We will continue to work with the College on the most appropriate way to hold events/support College initiatives.

COUNCIL REPORTS

Board Representative Report Julie-Anne Simmons:

Previous Board meeting items. Kindy Bubble Year for 2021 has been approved. OSC project is now looking at the costing provisions and implications. Scholarships program continues to be developed. A tour of the College by Board members during a normal day will be scheduled to help inform future works.

Treasurer's Report Jasmine Collier (provided by Melody Miles):

Treasurer's Report attached. Closing balance this month is \$94,947.66.

Balmoral Street Campus Coordinator Report Samantha Swain:

Book Fair: Next week. Nikki and Heather working on the Parent Help Roster and posters.

Prep School Sport Carnival: Coffee van has been booked for the event. Decided that there won't be a sausage Sizzle or cake stall this year due to Phase 4 Restrictions still being in place.

Junior School Athletics Carnival: Coffee Van booked, Mr Dalton following up with Council for approval.

Disco at BC: DJs are booked. No cash sales this year (no money handling). Tickets will be slightly more expensive but will include a lolly bag and glow sticks. Coffee van for parents has been booked and Student Helpers arranged via Sarah Quin.

Duncan Street Campus Coordinator Report Sally Okoye:

Liaising with Pauline Bourke re Year 7 Information Evening. Will provide tea/coffee etc.

Year 12 Common Room food baskets: Will arrange a suitable day to provide this to students.

AGENDA ITEMS

Friends of Frayne Facebook Management: Discussion around the tech side of managing our Facebook posts, especially if arranging an event. Will look at whether there is a parent who might be wanting to take this on.

Year 6 Celebration: Veronica advised that this is being worked through at the moment and more information will be available in the next week or two. Melody advised that a number of Year 5 parents have made approaches to be involved.

Duncan Street Basket Ball Court Surface: Alana asked if there were any plans to improve the playing surface. Geoff advised that there are no immediate plans at this stage.

After School care buses: Samantha advised that there are 7 buses that access the Balmoral Street Campus during peak times. Parking becomes difficult for all. Suggestion to ask if the buses could arrive a few minutes later than usual, students would still be supervised at the Kiss 'n Drive by staff but this would free up the traffic a little bit.

OTHER INFORMATION

Nil

NEXT MEETING

Motion to adjourn was made at 8.25pm and was passed unanimously.

Next meeting to be held 7.00pm Tuesday 15 September on Duncan Campus.

FRIENDS OF FRAYNE FUNDS ALLOCATION 2020 - 2022

BIKE SHELTERS

DUNCAN STREET – The College is currently working through the planning process with the Parish due to the location of the structure. The estimated cost of the project is \$15K.

Contribution from FoF: \$15,000

BALMORAL STREET – The College is currently investigating the best place to locate the new shelter.

(Funded through Minor Capital Expenditure)

DUNCAN STREET CAMPUS EXTERIOR LIGHTING

(Funded through Minor Capital Expenditure)

PROPOSED JUNIOR SCHOOL PLAY GROUND DEVELOPMENT

The College has commenced a process to develop part of the upper grassed area on the Balmoral Street campus into a playground area primarily for Junior School aged students.

It is intended as a safe environment where students can exercise their imaginations, have fun playing in different environments that challenge and excite them.

Usula Frayne Catholic College

Proposed Junior School Play Ground - Budget

	TOTAL	UFCC	FoF
Phase 1 (Jan 2021)	\$150,000	\$40,000	\$110,000
Phase 2 (Jan 2022)	\$50,000	\$10,000	\$40,000
	\$200,000	\$50,000	\$150,000
Contingency (10%)	\$20,000	\$20,000	\$ -
	\$220,000	\$70,000	\$150,000