

**P&F Country Fair Meeting**

**Monday, 5<sup>th</sup> September 2022**

**7.04pm - Mater Dei School, Camden NSW**

**Chairperson** – Karen Witherspoon P&F President 2022

**Minutes** – Laurie Cuthbert P&F Secretary 2022

**Agenda Items**

Item	Description	Person	Time / Action
1	<b>Welcome, introductions &amp; apologies</b> <b>Welcome:</b> Prayer  <b>Apologies:</b> Helen Flett, Maree Buda, Michelle Noble <b>Attendance:</b> Melissa Pascoe, Laurie Cuthbert, Mark Raue, Caroline Bambagiotti, Kevin Cottle, Karen Witherspoon	KW	5 minutes
<b>2 Reports – President, Secretary &amp; Treasurer</b>			
	Treasurer's report  Balance as of 5/9/22 is \$27350.86  Income since 15/8/22 is: <ol style="list-style-type: none"><li>1. Stalls \$560</li><li>2. Donation \$500 from family for dodgem cars</li></ol> To be banked. KW to bank on Wednesday <ol style="list-style-type: none"><li>1. \$1214.50 FD stall</li><li>2. 19/8/22: Canteen takings</li></ol> Outgoing since 15/8 <ol style="list-style-type: none"><li>1. \$129 reimbursement to LC for flowers for Jill</li><li>2. \$120 reimbursement to KW for Eryn Lonergan's farewell gift</li><li>3. \$1184.67 to Maree Buda for FD purchases</li></ol>	KW	10 minutes
<b>3 Sub Committee reports Canteen and Country Fair</b>			
	Father's Day Stall Report Tuesday 30 <sup>th</sup> of August  Stall Coordinator: Maree Buda Helpers – Marion Abalos and Vickie Corcoran  <b>Income and expenditure:</b>  Sales from gifts      \$1214.50 Cost of gifts          \$1184.67 Profit                    \$29.83  • More students than normal without money to purchase	KW	15 minutes

	<p>gifts (however they were still selecting a gift, so all students participated) – Discussion around changing the current system for 2023 and having a register of how many are and aren't bringing in money.</p> <ul style="list-style-type: none"> <li>• Look at a prepurchase / prepay system in 2023 so we know that students / families wish to participate.</li> <li>• Students enjoyed the opportunity to select and purchase gifts.</li> </ul>		
<b>5 Principal/CEO Report from Mark Raue (MR)</b>			
	Nil to focus on fair	MR	15 minutes
<b>6 General Business</b>			
	<p>Country Fair prep</p> <p><b>Completed</b></p> <ul style="list-style-type: none"> <li>• Woodturners confirmed</li> <li>• Camden Hire equipment is booked</li> <li>• 22 confirmed and paid stall holders – Hoping for 10 more</li> <li>• Cosplay invitations sent</li> <li>• Performers and entertainers booked – look at moving School of Rock because of C91.3 coming at the same time.</li> <li>• TRN will sponsor the Dodgem cars</li> <li>• Dev tea is confirmed for the school hall</li> <li>• Mufti day week one term 4 - box of drinks for drink stall</li> <li>• Cool room booked through Camden Hire</li> <li>• Cake stalls organised containers sent home week before fair</li> <li>• Parking set up volunteers are confirmed – Matt and Kevin</li> <li>• Sausages will be donated by Mel and Daniel</li> <li>• New signs ordered</li> <li>• Stage confirmed</li> <li>• Raffle tickets distributed to families, staff and MDEIP</li> <li>• Volunteer forms sent via google form</li> <li>• Cleaners booked</li> <li>• Farmyard nursery booked – possible sponsor being sourced</li> <li>• Rides Booked</li> <li>• Lions booked for BBQ</li> <li>• Lee Hough confirmed for first aid</li> <li>• Sandwich/wrap volunteer sourced – Grima Bros donating fillings</li> <li>• Scones ordered</li> <li>• Talk to C91.3</li> <li>• Kevin to collect – bread, rolls, cream, and milk from Woolworths</li> <li>• Mufti Day this Friday -Vouchers and gift cards</li> <li>• Notes for student artwork payment and unlimited ride wristbands order form to go out Week 9</li> </ul> <p><b>To be completed</b></p> <ul style="list-style-type: none"> <li>• Awaiting response from Good Sam schools to help on Fair day – MR to follow up – Needed for face painting</li> </ul>		

and dev tea

- Confirming plant stall – Pick up of plants?
- Follow up with Michael regarding P&F equipment and signs to be put up 2 weeks prior to the Fair - KW
- Student artworks follow up - MP
- Follow up St Greg's for pack up - MR
- Arrange woollies shop milk cream – KW and KC
- MR to follow up with Alicia to see if Next path would be interested in working on the drink stall and selling raffle tickets at Narellan Town Centre
- Helen F has offered to sell raffle tickets in local venues if we can organise it and offered to volunteer on the day - MP
- Follow up with MDEIP to see if they are interested in doing showbags again – KW
- Voted and approved to purchase a Square Reader and set up for raffle table – need to source a device and data plan - KW

**Stall Coordinators:**

- Plant Stall:
- Dev Tea:
- White Elephant/Book:
- Outside performers:
- Drinks stall:
- Student Artwork:
- Cake Stall: Anne H and family
- Chocolate Wheel: O'Keefe / Toole families
- BBQ: Kylee Montgomery
- Raffle: Pamela and Paul Templeton
- Farmyard Nursery: Melinda and Troy Waters
- Outside stall holders: Laurie

**Next Meeting – Monday 7<sup>th</sup> November 2022  
7.00pm – Mater Dei School, Camden NSW**