

## Fundraising Meeting | Minutes

Meeting date | time **8/02/17** | Meeting location **Peak Room**

**Meeting called by** President – OFPS P&C  
**Type of meeting** Event & Meeting Plan 2017

**Attendees** Boris Baraldi, Tracy Thompson, Tess Kennedy, Jannette Crook, Dave Crook, Daliya Phipps, Kay Anderson, Karen Hamilton, Michelle Cormack and Sarah King

**Apologies**

### AGENDA TOPICS

#### 1. Agenda Topic | Report Back Five Cent Friday Challenge

**Friday 5c Challenge:** This event raised \$2575.20 during Term 4. This is a great result and well supported by each stage. After catering for the Stage Winners’ Christmas Party, a profit of \$2300.20 was realised. Canteen has fielded enquiries as to when the next one is to be held. The committee has planned for it to be held in Term 4 again.

As a number of classes were bringing in other silver coins apart from 5c, there will be an amended name change this year to “Friday 5c & Silver Coin Challenge”

Action items	Person responsible	Deadline
Advertise in P&C Newsletter each term	Boris Baraldi	15/02/17
Prepare Containers & Flyer ready for T4	Boris Baraldi	29/09/17

#### 2. Agenda Topic | Confirm & Publish Meeting Dates on Webpage

TERM	DAY / DATE	TIME	LOCATION
1	Wed 8 February	8:15am	Peak Room
	Wed 8 March	8:15am	Peak Room
2	Wed 3 May	8:15am	Peak Room
	Wed 7 June	8:15am	Peak Room
3	Wed 9 August	8:15am	Peak Room
	Wed 6 September	8:15am	Peak Room
4	Wed 8 November	8:15am	Peak Room
	Wed 6 December	8:15am	Peak Room

### 3. Agenda Topic | Confirm & Publish Fundraising Events For 2017

- Fundraising Events:** Meeting discussed our proposed events for 2017 calendar year.
- Date for Colour Run was confirmed for Thursday 21 September 2017. More discussion and details around event planning and tasks held over for future meetings.
- Decided that Term 4 Disco would be themed and the committee invite the SRC to discuss and decide on the type of theme they would like to have.
- Carols confirmed for Thursday 7 December 2017.
- Idea to have a Greater Union Movie Fundraiser in 2018 will be allocated for discussion at the December 2017 Planning Meeting.
- Other ideas for fundraisers in 2018 are welcomed to ensure the committee consider and offer variety with our fundraising events where it is practical and sensible to do.
- Local Business Sponsorship:** Proposal put forward by Mr Cook offering to visit local businesses along Central Avenue seeking financial sponsorship of the OFPS P&C Association of \$5.00 per month or \$60 per year.
- Committee agreed that this was a worthwhile exercise and thanked Mr Cook for volunteering his time to visit businesses.
- It was agreed that the committee look at providing a one pager outlining the sponsorship opportunity and what businesses will receive in return. This would most likely be in the form of acknowledging businesses that participate in the school newsletter and have a dedicated OFPS P&C sponsors webpage.
- In addition, that the P&C purchase a receipt book for Dave to use in the event local business wish to come on board.
- Publish Fundraising Events:** Committee reviewed and adopted fundraising events for 2017 after amendments.
- Will be published in OFPS P&C Newsletter Term 1, School Newsletter Wk4 and on P&C Events Webpage. Refer to Appendix 1.

Action items	Person/s responsible	Deadline
Draft one pager for Dave to give to local businesses when visiting	Boris Baraldi	14/02/2017
<b>Local Business Sponsorship</b> – Visit & Ask	Dave Crook	08/03/2017
<b>Term 1 Disco</b> – Chips & Drink & send out Disco Flyer	Committee / Daliya	22/03/2017
<b>Mothers’ Day Stall</b> – order gifts, delivery and payment	Boris, Michelle & Rachel	07/04/2017
<b>Winter Pie Drive</b> – Choose Order Form Items & Cost	Committee	03/05/2017
<b>Winter Pie Drive</b> – Create Flyer & Order Form Pack & Send Out	Boris / Daliya	29/05/2017
<b>Term 2 Disco</b> – Chips & Drink & send out Disco Flyer	Committee / Daliya	14/06/2017
<b>Fathers’ Day Stall</b> – order gifts, delivery and payment	Boris, Michelle & Rachel	23/08/2017
<b>Term 3 Disco</b> – Chips & Drink & send out Disco Flyer	Committee / Daliya	07/09/2017
<b>Colour Run</b> – plan, tasks, organisation, etc.	School & PC Committee	06/09/2017
<b>Friday 5c &amp; Silver Coin Challenge T4</b> – organise container / flyer	Committee	30/09/2017
<b>Term 4 Disco</b> – Chips & Drink & send out Disco Flyer	Committee / Daliya	22/11/2017
<b>Carols</b> – organise event, booklets, food & beverages, raffle prizes	School & PC Committee	23/11/2017

#### 4. Agenda Topic | Term 1 Disco

**K-2 Wed 29 March 2017**

**3-6 Thurs 30 March 2017**

Flyer placed in OFPS P&C Noticeboard and adjacent to Canteen Entry Door.

Please refer to Appendix 2 for Flyer Information

#### 5. Agenda Topic | Winter Pie Drive Menu

**Menu:** For 2017, menu will be expanded to provide more choice and variety to parent, carer and school community.

It was agreed that Quiches and Lamingtons remain and committee members invited to nominate their top 4 Pies, Top 2 Fruit Pies & Slices. Most popular will be used to develop an expanded menu.

Final decision on menu and pricing will be confirmed by no later than 3 May 2017.

Summary of current results thus far with 7 out of 10 committee member's preference tabled:

Pies	Top 4	Fruit Pies	Top 2
Plain Steak	7	Apple	8
Steak Cheese & Bacon	4	Apple & Loganberry	2
Chicken & Vegetable	4	Apricot	2
Steak Mushroom	3	Blueberry	2
Chicken Curry	3	<b>Total</b>	<b>14</b>
Steak Curry	2		
Steak Pepper	2		
Steak Kidney	1	<b>Slices</b>	<b>Top 2</b>
Steak Mushy Pea	1	Caramel	6
Steak Potato	1	Chocolate Mud	2
<b>Total</b>	<b>28</b>	Lemon	2
		Passionfruit	2
		Chocolate Hedgehog	1
		Caramel Pecan	1
		<b>Total</b>	<b>14</b>

Do we offer all 5 or maybe 7?

Do we offer all 4 or maybe 3?

Do we offer all 4 or maybe 3?

## What a Menu may look like?

<b>Pies</b>	<b>Bakery Cost</b>	<b>OFPS P&amp;C Price</b>	<b>Profit Margin per Unit</b>
Plain Steak	5.50	10.00	4.50
Steak Cheese & Bacon	6.00	10.00	4.00
Chicken & Vegetable	6.00	10.00	4.00
Steak Mushroom	6.00	10.00	4.00
Chicken Curry	6.00	10.00	4.00
Steak Curry	6.00	10.00	4.00
Steak Pepper	6.00	10.00	4.00
<b>Quiches</b>			
Bacon & Cheese	8.00	12.00	4.00
Spinach & Cheese	8.00	12.00	4.00
<b>Lamingtons</b>			
6 Plain Lamingtons	5.00	10.00	5.00
6 Mock Cream Lamingtons	6.00	10.00	4.00
<b>Fruit Pies</b>			
Apple	6.00	10.00	4.00
Apple & Loganberry	6.00	10.00	4.00
Apricot	6.00	10.00	4.00
Blueberry	6.00	10.00	4.00
<b>Slices</b>			
4 x Caramel	6.00	10.00	4.00
4 x Chocolate Mud	6.00	10.00	4.00
4 x Lemon	6.00	10.00	4.00
4 x Chocolate Hedgehog	6.00	10.00	4.00

## 6. Agenda Topic | Colour Run

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Committee confirmed date of Colour Run for Thursday 21 September 2017.

Committee to discuss planning of the event at future meetings.

This will include but not limited to:

- Location,
- Individual & Group Tasks,
- Logistics,
- Any Merchandise,
- Purchase of Holi Colour Powder

## 7. Agenda Topic | Next Meeting

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Next Meeting:            Wednesday  
                                  8 March 2017  
                                  8:15am  
                                  Peak Room




**FUNDRAISING EVENTS 2017 CALENDAR YEAR**



**Term 1 School Disco**

- K-2 Wednesday 29 March 2017
- 3-6 Thursday 30 March 2017




**Mother's Day Stall**

- Wednesday 10 May to Friday 12 May 2017
- Gifts range from \$1.00 to \$6.00




**Term 2 School Disco**

- 3-6 Wednesday 21 June 2017
- K-2 Thursday 22 June 2017



**Winter Pie Drive**

- Order Forms go out Monday 29 May 2017
- Orders in by Monday 12 June 2017
- Pick-up from School Hall Tuesday 27 June 2017



**Father's Day Stall**

- Wednesday 30 August to Friday 1 September 2017
- Gifts range from \$1.00 to \$6.00




**Term 3 School Disco**

- K-2 Wednesday 13 September 2017
- 3-6 Thursday 14 September 2017



**TERM 4 FRIDAY SILVER COIN CHALLENGE**  
 Back by Popular Demand in 2017!




**Colour Run**

- Thursday 21 September 2017
- Stay tuned for more details on this exciting event



**Term 4 Special Themed Disco**

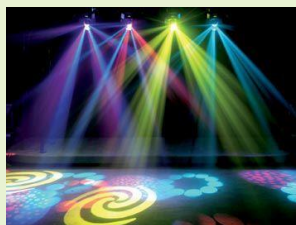
- 3-6 Wednesday 29 November 2017
- K-2 Thursday 30 November 2017



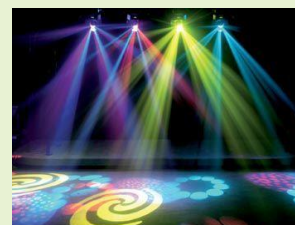
**Carols**

- Thursday 7 December 2017
- Stay tuned for more details

# OAK FLATS PUBLIC SCHOOL



## P&C ASSOCIATION



## TERM 1 SCHOOL DISCO 2017



With Special Guest DJ  
Riley Barlow for K-2 Disco



Proudly Sponsored by Destination Dancefloor

Albion Park Rail NSW 2527

[0411 445 297](tel:0411445297)

Stage K – 2    Wednesday    29 March 2017 (4:00 – 5:00pm)

Stage 3 – 6    Thursday    30 March 2017 (4:00 – 5:15pm)

**\$5.00 Entry Fee gets you:**

- ✓ An hour of fun, dance and bopping out to great music!
- ✓ Chance to win prizes!
- ✓ A Prima Juice and packet of Smith's Chips!

