



PFC AGM MINUTES

Date:	Tuesday, 14th October 2025 2025	Location:	Community Kitchen SMOC
Time:	7pm-8.40pm		

PFC Committee appointments:

Chairperson: Jannah Smith (Acting)	Vice Chairperson: Chloe Searle	Treasurer: Vacant
Secretary: Vacant Rotation for tonight's meeting Emma Irwin	Board Member: Colleen Palmer	Events Coordinator: Emma Irwin, Hrisanthy Doudos and Steph Pulcini
Passive Fundraising: Nat Debono, Karen Zilber and Gillian Thurston	Grants: Vacant	Gardens: Vacant

Attendees: Donna Camilleri, Gillian Thurston, Colleen Palmer, Simone Laurie, Maria Zarafa, Candy Booyesen, Jannah Smith, Hrisnathy Doudos, Nat De Bono, Chloe Searle, Emma Irwin

Apologies: NA

MINUTES

Meeting Opened: 7:08pm

Welcome, Introduction & Acknowledgement of Country completed by Chloe Searle

The Saint Mary of the Cross community acknowledges that our school is built on the traditional lands of the Woi Wurrung and Boon Wurrung people of the Kulin Nation. We recognise the traditional custodians of this land and pay tribute to the elders past, present and emerging.

Exec Member Updates –

Topic	Notes	Actions / Decisions
Treasurer Update	As Gill White is on AL no updated bank account is available. Last month incomings: \$1,655.05 profit from Fathers Day, \$500 from Werribee Plaza, \$100 Grill'd	
Board Update	Discussed the new PBL exit strategy and also the implications of the new EBA.	

Follow up from previous meeting –

Topic	Notes	Actions / Decisions
Grants Update	Coles and TACC grants submitted by Nat De Bono. She has also submitted 3 additional grants which she has not received a response as yet.	
Bunnings Update	Bunnings BBQ to occur Sunday 23rd November 2025. Due to time frame advertising to commence after Trivia to ensure success. Voted for this year's event to create QKR fundraising for all donations. Funds raised from this event will go towards the Habitat Garden.	- Gill Thurston will check on Health Food approval - Emma to Create QKR for Food Donations - Donna, Gill T and Jannah to lead Day - Emma I to create Volunteer Sign Up Sheet - Hrisanthy has generously offered a prize to either sell raffle tickets for or for donations received.

		- Provide list to Simone of what items are needed for announcement at Community Prayer
Trivia Night Update	65 seats sold, purchases not as high as suspected. Chloe has sourced amazing donations for the event. Trivia tickets to be sold prior to the event for community members not attending. Will be available for purchase at school drop off / pick up.	- Hot House Pizza have kindly donated pizza for the event but also 10 student achievement award cards. Simone has approved rewards but for the SMOC logo to also be added.
Crazy Camel Update	Currently sitting at \$950 in sales.	

New Items to discuss –

Topic	Notes	Actions / Decisions
Volunteer Thank You Proposal	Thank you dinner for volunteers to occur Thursday 27th November. Event to occur at Love Sick within Saltwater estate. Cost will be \$1,000 and will include tapas style food and limited drinks for 25 pax.	- Proposal and \$1,000 spend approved.
World Teacher Day Celebration	World Teachers Day will be celebrated on 31st October. The theme for this year is Hat's off to Teachers. School family who own Little Miss Violet Cafe have kindly donated for teachers on this day coffee and a sweet treat. To include students in celebration of staff all will be invited to wear a hat on 31st October. Thank you card templates will be provided.	- Emma to source coffee selections - \$150 approved for additional sweets on day. - Emma to send communication to families and also arrange a slide show for reception area.
Book Binding Machine	Proposal not required as school own and have granted PFC access.	
Habitat Garden	This proposal is to finally get a start on the habitat garden that has been in the works for the last 18 months. The garden was originally earmarked for the space outside the grade 3s opposite the rainwater tank on your way to the portables. This space has since been made over by Nat Brown and her family. The Habitat garden will now be installed at the front of the school under the St Mary of the Cross signage, transforming the front of our school. * 5x railway sleepers to be installed vertically with concrete footing and 7 sleepers to be installed along front edge - logs to be placed in garden * 23 metre gravel pathway through garden with recycled crushed rock and toppings (compacted) * remaining area have gypsum applied and to be mulched with generous layer of organic, recycled mulch to suppress weeds, retain moisture and improve soil quality over time * 4 native trees supplied (\$800 budget), planted, fertilised and watered in and tied to timber stakes	- Approved \$4,400 for this project. - Funds raised from Bunnings BBQ to be allocated to this project.
Year beginning plans	Due to meeting time constraints separate meeting to occur and proposals to be submitted at the November meeting.	-

Meeting Closed: 8:40pm