



THE ASSOCIATION OF THE PARENTS AND FRIENDS
OF MT ST MICHAEL'S COLLEGE, ASHGROVE
67 Elimatta Drive
Ashgrove Q 4060
(07) 3858 4222
pandf@msm.qld.edu.au

2021 P&F COMMITTEE NOMINATION FORM

I

wish to nominate for the position of: (please circle)

- President
- Vice-President
- Treasurer
- Secretary
- Mother's Luncheon Sub Committee Convenor (**see terms of reference below)

I will/will not be able to attend the AGM on 9 November 2020.

Signed

Phone Contact:

Please return this to Ms Sharlene Fernandez, College Reception OR scan and send to pandf@msm.qld.edu.au by 2 November 2020

****Mother's Luncheon Terms of Reference:**

- *These terms to be included in the nomination form for the Luncheon Committee*
- *Budget set early and approved by the Exec Committee (President, Vice, Treasurer, Secretary)*
- *Pre-contractual agreements between Venue and P&F must allow for reasonable cancellation and refund clause to minimise financial risk to P&F. This contract to be agreed to by the Exec Committee and signed by the Treasurer*
- *Date to be planned one year in advance to align with MSM calendar dates*
- *All expenditures must be approved by the Exec Committee before the purchase is made*
- *Reporting to occur at each P&F Meeting*
- *Mother's Lunch is held for the Sisters of Charity Scholarship Fund*
- *Convenor and Committee align with the school principles and values*
- *Open to current Mothers of the school in 2021*
- *Dispute resolution – through the P&F which discusses issues directly with the Principal of MSM*
- *Marketing through current P&F and MSM channels. Messaging must be consistent with school message*
- *Sponsorship/donations arrangements to be agreed to with the Exec Committee and adhered to*