

Geraldton Primary School P&C Association

Agenda for General Meeting 23rd July 2018

Held: GPS Staff Room

Meeting Opened: 7.06pm

ATTENDANCE

Stan Corneille (Chairperson);	Amy Blyth	Anne Maree Hopkinson
Fleur Thompson	Sarah Todd	Rob Pigden (Jemma Franklin)
Jacqui Quatermaine	Rowena Chant	Rachel McRae
Rachel Rutter	Norell Carter	Lucy Willson
Leanne Mitchell (Left meeting 7.49pm)		

APOLOGIES

Casey Rutherford	Mandy Fry	Chelsie Bunter
Philippa Warden	Potto	Sherie Townsend

ITEMS

ACTION (NAMES)

1. Confirmation of Minutes of Previous Meeting 1.1. Resolution: That the minutes of the previous General Meeting of Geraldton Primary School P&C Association on 11-06-18 be taken as read and confirmed as a true and accurate record. No Objection Minutes confirmed 1.2. Resolution: That the minutes of the previous Executive Committee Meeting of Geraldton Primary School P&C Association on 21-06-18 be taken as read and confirmed as a true and accurate record. No Objection Minutes confirmed 1.3. Resolution: That the minutes of the previous Special General Meeting of Geraldton Primary School P&C Association on 19-07-18 be taken as read and confirmed as a true and accurate record. No Objection Minutes confirmed 1.4. Resolution: That the minutes of the previous Executive Committee Meeting of Geraldton Primary School P&C Association on 19-07-18 be taken as read and confirmed as a true and accurate record. No Objection Minutes confirmed	
2. Business Arising from Previous Minutes 2.1 Access to bank accounts at CBA and Bendigo is in process via Treasurers.	Amy Blyth Rowena
3. Correspondence: List to be provided at meeting 3.1. Correspondence In: Resolution: That Correspondence In be received as per attached list. No Objection Correspondence Received	

3.2. Correspondence Out: Resolution: That Correspondence Out be received as per attached list. No Objection Correspondence Received	
4. Treasurer's Report Treasurer's Report attached Resolution: That the Treasurer's Report be adopted. No Objection Report Received Additional Notes 4.1 Rowena to explore another auditing company. Audit costs could also be reduced with clear and well managed/simplified systems.	Rowena Chant
5. President's Report Incoming President to speak Incoming Vice President to speak	
6. Principal's Report Principal's Report attached Resolution: That the Principal's Report be adopted. No Objection Report Adopted Additional Notes 6.1 Mr Ian Davidson has been informed of his nomination for Teacher of the Year. Very humbled. 6.2 PPP Parenting flyers around the school 6.3 Jacqui has shared "What's the fuss about Fortnight" on FB, urges parents to read article and be informed.	
7. Canteen and Canteen Sub-Committee's Report Resolution: That the attached Canteen Supervisors Report be adopted. No Objection Report Adopted Additional Notes 7.1. Canteen subcommittee meeting held 6.30pm 23rd July. Verbal report Rowena Chant (see Treasurer's report for Canteen financials). Current situation is that the Canteen Acc is set to be overdrawn with the tax and super obligations which are overdue and the need to continue to pay the Canteen Supervisor wages. The Subcommittee is addressing the financial situation of the canteen and have ideas and proposals they will bring to the next P&C meeting. In the mean time funds are requested from the P&C General Account to keep the Canteen running at this time. MOTION: That the Geraldton Primary P&C loan up to a maximum of \$4000.00 to the Geraldton Primary P&C Canteen Account Moved: Rowena Chant Second: AnneMaree Hopkinson CARRIED	

7.2. Canteen insurance is due for renewal. MOTION: That the P&C pay the Geraldton Primary School P&C Canteen Insurance through the WACSSO approved insurance provider Globe Insurance Services. Total payment for 2018/2019 \$350.05 Moved: Fleur Thomspson Second: Rachel McRae CARRIED 7.3. New sub-committee member: Anne-Maree Hopkinson	
All attending agreed to move item 9.3 forward to allow Leanne Mitchell to speak before leaving meeting for work commitments. Minutes reflect item 9.3 below	
8. Kindy Sub-Committee Report Resolution: That the attached Kindy Subcommittee Report be adopted. No Objection Report Adopted Additional Notes 8.1. The Kindy Disco interim report on funds raised ~ \$250 8.2. The sub-committee has looked at previous minutes from 2017 and can not find any motions pledging previous years funds raised to any particular item. Suggestion by Jacqui for the Subcommittee to create a 3 year plan so the longer term use of funds is part of a bigger plan. 8.3. Fleur to email a copy of the TOR to the Sun committee members	Fleur
9. General Business 9.1. GPS Open Evening and Exhibition Night: Thurs 2nd August 5-6.30pm <u>9.1.1 Catering at Exhibition Evening</u> - Preliminary informal meeting held after school with Anne Maree, Fleur, Lucy and Cath Dumont. Anne Maree has drawn up rosters - P&C to provide Soups & Hot roast beef and gravy rolls, water. - Working Group: Lucy Willson, Anne Maree, Rachel Rutter, Rachel McRae, Philippa Warden, Sarah Todd. MOTION: That the P&C provide food at the Open Evening and Exhibition night on Thurs 2nd August. Moved: Rachel Rutter Second: AnneMaree Hopkinson CARRIED MOTION: That the P&C provide a float of \$200 for the Open Evening and Exhibition Night for food sales and raffle Moved: AnneMaree Hopkinson Second: Sarah Todd CARRIED MOTION: That the P&C authorise purchase of food permit (if required), dinner rolls, beef and gravy, general goods from Cleanpak (cups, spoons, napkins) for the Open Evening and Exhibition Night to cater for ~ 300 people Moved: AnneMaree Hopkinson Second: Rachel McRae CARRIED <u>9.1.2 REACH at Exhibition Evening</u> - P & C Members to be involved with the school as part of a "REACH out and meet someone new" focus to be held at the Exhibition Evening as a way for new (and old) parents to connect with each other. 4.45pm event, name tags & meet and greet	Lucy Anne Maree Rachel McRae - permit Jacqui Rachel Rutter

9.2. Faction Athletics Carnival Friday 17th August • Amy Blyth has made a pre-order form for the canteen for sports day – pies, sausage rolls and hamburgers. Parents and staff will also be encouraged to order. • P&C to provide an afternoon tea plate and cups of tea and coffee • BYO Travel Mug • Sarah Todd to speak with NACC about loan/hire of reusable plates/cups etc Working group: Anne Maree Hopkinson, Fleur Thompson, Sarah Todd MOTION: That the P&C approach Amanda Obrien regarding the provision of the food van for Faction Carnival Day (to serve hot drinks and mixed plates) Moved: Rachel Rutter Second: Amy Blyth CARRIED MOTION: That the P&C purchase required consumables for the Faction Carnival Event to the value of \$200, and provide a float of \$100 Moved: AnneMaree Hopkinson Second: Fleur Thompson CARRIED 9.3. Bogan Bingo Friday 31st August • Update/Report from Leanne Mitchell attached • Flyer and Tickets submitted to the P&C for approval. MOTION: That the P&C authorise Leanne Mitchell to spend money received from ticket sales for Bogan Bingo on expenses for the event. Receipts to be provided. Moved: Leanne Mitchell Second: Sarah Todd. CARRIED MOTION: That the P&C provide a float of \$300 for ticket sales for Bogan Bingo on the Art/Exhibition evening. Moved: Leanne Mitchell Second: Rachel McRae CARRIED MOTION: That the P&C host a dress up 'bogan' day for the students at GPS on Friday 31st August - gold coin donation to participate - and funds to be allocated to the Yr 6 Camp for 2019. Moved: Rowena Chant Second: Rachel Rutter CARRIED 9.4. Colour Fun Run • Proposed date 19th October (End Week 2 term 4) • Correspondence from Paul Geddes from Australian Fundraising submitted to Jacqui Quartermaine • Jacqui to speak with Sherry Datta about possible involvement or information for this year Working Group: Jacqui Quartermaine, Sarah Todd, Rachel McRae	Sarah Todd Rachel Rutter Jacqui Qu
10. Other Business 10.1. WACSSO State Conference – Fleur Thompson and Anne Maree Hopkinson request P&C support to attend as second delegate (Fleur) and Observer (Anne-Maree) to the State conference on the 18th and 19th August. Attendance will be self-funded, but will return with a report for the P&C on learnings from the event. Sherry Datta is also attending as the WACSSO Rep and Amy Blyth for her children's school. MOTION: That the P&C approve Fleur Thompson and Anne Maree Hopkinson to attend the 2018 WACSSO State Conference. Moved: Fleur Thomspson Second: Amy Blyth CARRIED	

10.2. Fleur Thompson (Secretary) will be away 25th July-1st August and not able to attend to any P&C duties during this time. Please address all queries to the President (Stan Corneille). 10.3. Correspondence received from two parents with skills/contributions they would like to make to the P&C. Fleur suggested a register of parents and their skills so we are able to connect to them for events at the school. Jacqui noted as a possible addition to the meet and greet event.	
11. Next Meeting The next General Meeting will be held: Monday 27th August 2018 3.30pm GPS Art Room	
Meeting Closed: 20.44pm	