

P&C meeting minutes 10-8-2020

Present: Chris, Ange, Darren, Jo, Ann, Vivienne, Kirsty, Gabby, Sarah

Apologies: Kristy, Sue

Meeting opened at: 3:30pm

Confirmation of the minutes of the previous general meeting:

Moved: Chris

Seconded: Vivienne

All in favour: Yes

Business arising from the minutes of the previous general meeting:

- Fund Raising, Father's day raffle budget \$4000. Father's day items purchased
- Red day, last week of school Term 2, issues, not correct forms completed. Money counted at a different part of school. New structure solution suggested by Ange, all money counted at tuckshop, present with Ange and/or Viv. Ann, 2 counters, 1 to oversee, 1 banker, separation from responsibilities. Move motion to investigate new procedure to implement.
- Chris, School Locker meeting, Sue, Kristy P, Gabby to attend. School blazer, Track pants, Team sports t-shirts. Brought up in May, carried over to June
- P & C stock of uniforms, options to move. Ange suggests give to charity. Gabby suggested repurpose the material to make masks, scrunches. Chris suggests keep small amount and remainder written off. Darren will plan around what to do for one last effort to move these.
- Police investigation still ongoing, advised in May school and P&C president will be advised of the outcome. No date has been advised.

Correspondence sent/received since the previous general meeting:

- St George Bank Statement
- Documents Solutions, Brother printer ink, to be paid
- Coomera Springs State School
- Darren receiving emails from fundraising activity organisations

Business arising from the correspondence:

Treasurer's report and financial statement, and any business arising from Treasurer's report and financial statement:

- See attached

Moved: Chris
Seconded: Gabby
All in favour: Yes

Retail operations report:

- See attached

Action Items;

- Coffee machine needs updating, Ange to investigate new options including buying outright or sponsored machine and compare coffee cost differences.
- Oven repair costs, no invoices received
- Kirsty and Ange to research new oven and coffee machine with JB Solutions, TGG and Harvey Norman.

Moved: Kirsty
Seconded: Vivienne
All in favour: Yes

Fundraising report:

- As per attached report

Action items;

- Lolly bag fundraising, raised \$362.70. 360 x bags of lollies x \$1 each. Ange suggests fundraising team are all informed of counting process.
- Date for Father's Day stall Tuesday 1st September
- Father's Day raffle Tickets \$1 each, prize is 1st \$100 Athletics Foot vouchers plus a gift, 2nd \$50 Voucher plus a gift, 3rd \$50 Voucher, 4th Gift. Books of 5 sent home, kids to return to tuckshop.

Suggested fundraising items;

- All weather link to hall
- Storage facility for hall

Moved: Vivienne
Seconded: Sarah
All in favour: Yes

Other fundraising business

Motions on notice:

Principals report:

- Chris McMillan to provide report as attached

Moved: Angela

Seconded: Sarah

All in favour: Yes

General business:**P and C Bank Account**

- Recommendations for P & C to have a sub account for all Tuckshop business.
- A debit card for petty cash for Angela and Vivienne to purchase tuckshop incidentals.
- Involve Ann with all conversations.

Draft version of the new constitution

- Given to all P & C Members

Applications for membership and recording of new members.

- Calls for any nominations received but not advised of any as at 12 Aug 2020.

Meeting closed at: 5:39pm