

# Springfield Central State School



## P&C ASSOCIATION 2017

MANY HANDS – ONE VISION



No. in Attendance: 14	<i>President</i> <i>Rebecca Evans</i>	✓
DATE of MEETING: 21 <sup>st</sup> August 2017	<i>Vice President</i> <i>Debbie Johnson</i>	✓
Meeting OPENED: 6pm	<i>Treasurer</i> <i>Rebecca Beyer</i>	✓
Meeting CLOSED: 7.27pm	<i>Assistant Treasurer</i> <i>Claire Drewery</i>	✓
	<i>Secretary</i> <i>Megan Henriksen</i>	✓
	<i>Principal</i> <i>Angela Gooley</i>	✓
Invited GUESTS:		
APOLOGIES: Eileen Doran, Natasha Kaka, Michelle Kozlowski		

The minutes of the previous General Meeting held on 17<sup>th</sup> July, 2017 were presented and read by those present.

**MOTION moved that the minutes be accepted as a true and correct record of the meeting.**

MOVED BY: Megan Henriksen

SECONDED BY: Angela Gooley

CARRIED by Consensus

Business arising from previous Meeting:

### **CORRESPONDENCE**

<b>INWARD</b>	<b>OUTWARD</b>
<ul style="list-style-type: none"> <li>As per Correspondence Register</li> </ul>	<ul style="list-style-type: none"> <li>As per Correspondence Register</li> </ul>

**MOTION moved that the inward correspondence be accepted and the outward correspondence be adopted**

MOVED BY: Lara Matthews

SECONDED BY: Debbie Johnson

CARRIED by Consensus

## **BUSINESS ARISING FROM CORRESPONDENCE:**

- Request from P&C member that all reports be sent with the Minutes each month. Although conflicting information has been provided by P&C Qld it was decided that all reports will be sent with the minutes.

## **REPORTS**

### **TREASURERS REPORT**

Written report presented by treasurer

**MOTION moved by treasurer that the July Treasurer's report be adopted and the accounts be confirmed and the payments ratified.**

**MOVED BY: Rebecca Beyer**

**SECONDED BY: Natasha Jauncey**

**CARRIED by Consensus**

#### **Future Funding Allocation**

Future allocation of funding is proposed below:

Staff Appreciation Day	\$200.00
Grandparents Day Tea & Coffee	\$100.00
Behaviour Pin Donation 2017	\$1,800.00
<b>TOTAL</b>	<b>\$2100.00</b>

It is moved that funds in the amount of \$2100.00 be allocated for the additional activities listed above thus seeking approval by the association for expenditure to this value.

**MOVED BY: Rebecca Beyer**

**SECONDED BY: Natasha Jauncey**

**CARRIED by Consensus**

### **CANTEEN REPORT**

PRESENTED BY	THAT THE REPORT BE RECEIVED	
	MOVED	SECONDED
Natasha Jauncey	Anita Pereira de Parsons	Claire Drewery
<ul style="list-style-type: none"><li>Canteen operated for 6 service days during July (closed for school holidays in the first week)</li><li>Total online income for June was \$3309.85</li><li>Total over counter sales was \$645.45</li><li>TOTAL SALES \$3955.30</li><li>Operational expenses for July \$3020.11</li><li>PROFIT for July \$935.19</li></ul>		

### **PRINCIPAL REPORT**

PRESENTED BY	THAT THE REPORT BE RECEIVED	
	MOVED	SECONDED
Principal Report – Angela Gooley	Nikki Anderson	Anita Pereira de Parsons

### **Motion on Notice**

*Nil*

## GENERAL BUSINESS

<b>AGENDA ITEM</b>	Shade Structure – Contractor approval
<b>POINTS OF DISCUSSION</b>	<ul style="list-style-type: none"><li>RHM appears to be the preferred contractor</li><li>A meeting with Neil Smith, Rebecca Evans and Phil from QE regional office to ensure we are meeting state requirements</li></ul>
<b>ACTION REQUIRED</b>	<ul style="list-style-type: none"><li>Rebecca Evans to contact Phil and arrange a meeting time</li></ul>

<b>AGENDA ITEM</b>	MAD Night – Raffle and Catering options
<b>POINTS OF DISCUSSION</b>	<ul style="list-style-type: none"><li>Week 6 of term 4</li><li>Ask SC high school if they would like to cater the event.</li></ul>
<b>ACTION REQUIRED</b>	<ul style="list-style-type: none"><li>Rebecca Evans to contact the high school</li></ul>

<b>AGENDA ITEM</b>	Debit Cards for Petty Cash
<b>POINTS OF DISCUSSION</b>	<ul style="list-style-type: none"><li>Motion moved to utilise debit cards with the Heritage Bank with one signature. Limit of \$500 per month.</li></ul> Moved by: Rebecca Beyer Seconded by: Anita Pereira de Parsons
<b>ACTION REQUIRED</b>	<ul style="list-style-type: none"><li>Claire Drewery &amp; Rebecca Beyer to arrange with Heritage Bank</li></ul>

<b>AGENDA ITEM</b>	Meeting Minutes, Reports and Correspondence
<b>POINTS OF DISCUSSION</b>	<ul style="list-style-type: none"><li>Motion moved for all reports to be sent out with the Minutes each month in order to provide clarity for those members who are unable to make a meeting.</li></ul> Moved by: Megan Henriksen Seconded by: Helen Desic
<b>ACTION REQUIRED</b>	<ul style="list-style-type: none"><li>Megan Henriksen to action each month. All reports to be marked as "Draft" until ratified</li></ul>

<b>AGENDA ITEM</b>	Fete
<b>POINTS OF DISCUSSION</b>	Final preparations well under way. <ul style="list-style-type: none"><li>Adults will be free with children under 2 year old for rides</li><li>\$750 worth of sausages to be purchased</li></ul>
<b>ACTION REQUIRED</b>	<ul style="list-style-type: none"><li>Nil</li></ul>

**MOTION:** To move the next meeting to Tuesday 17<sup>th</sup> October due to a clash with student free day.

Moved by: Claire Drewery

Seconded by: Angela Gooley

### **NEW MEMBERS:**

*Tracy Kollmann*

*Kristy Hutchinson*

***NEXT MEETING: Tuesday 17<sup>th</sup> October 2017***