

Springfield Central State School



P&C ASSOCIATION 2019

MANY HANDS – ONE VISION



No. in Attendance: 20	<i>President</i> <i>Claire Drewery</i>	✓
DATE of MEETING: 19/02/2019	<i>Vice President</i> <i>Ai Lin Yap</i>	✓
Meeting OPENED: 6:04pm	<i>Treasurer</i> <i>Mahala Fitzgerald</i>	
Meeting CLOSED: 7:19pm	<i>Assistant Treasurer</i> -	
	<i>Secretary</i> <i>Lisa Wright</i>	✓
	<i>Grants Officer</i> <i>Tracy Kollmann</i>	✓
	<i>Principal</i> <i>Angela Gooley</i>	✓
Invited GUESTS: Charis Mullen		
APOLOGIES: Mahala Fitzgerald, Debbie Johnson, Kristy Hutchison		

The minutes of the previous General Meeting held on 20th November 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: Claire Drewery

SECONDED BY: Kate Lane

CARRIED by Consensus

Business arising from previous Meeting:

CORRESPONDENCE

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

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

MOVED BY: Lisa Wright

SECONDED BY: Lara Matthews

CARRIED by Consensus

BUSINESS ARISING FROM CORRESPONDENCE:

- Colour Run 2019:
 - We are interested in holding a Colour Run this year.
 - We will look to get the rep out & contact some other P&C's who have held the event for more details.
 - It is possible to hold on council grounds with their approval, as a 2nd option to holding only within school grounds.
 - As a tip, the event should be held on grass to avoid messy clean up.
- School Banking & Mother's Day Stall: Debbie Johnson:
 - School banking starts this week.
 - We are trialling a system where bank books are collected at front & back gates on a Thursday & dropped back to the appropriate assembly.
 - This is due to lack of volunteers & time restraints. Hopefully the new system will work easier for everyone.
 - We have started to order stock for the Mother's Day stall.
 - We are looking to increase layout from \$5000 to \$5500 due to increase in students. (See Motions)
 - Debbie Johnson Has done a great job in organising & running the stall the last few years. We will be scouting for volunteers in the coming months.
- Canteen Convenor Course (QAST): Claire Smith:
 - A course for Canteen Convenors has become available through Queensland Association of School Tuckshops. (QAST)
 - Claire Smith, our convenor since mid-last year has shown interest in attending, to grow her knowledge of running the canteen for our school.
 - Cost of the course is \$180 (See Motions)

REPORTS

TREASURERS REPORT

Written report presented by treasurer

MOTION moved by treasurer that the November/December Treasurer's report be adopted, and the accounts be confirmed and the payments ratified.

MOVED BY: Ai Lin Yap

SECONDED BY: Tracy Kollmann

CARRIED by Consensus

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

MOVED BY: Ai Lin Yap

SECONDED BY: Lara Matthews

CARRIED by Consensus

Future Funding Allocation

Future allocation of funding is proposed below:

Books for Babes	200
Electrical Wiring in Canteen	434.50
Mother's Day Stall	5500
Easter Raffle & Donations	450
Cross Country Day Canteen	400
Term 1 Red Day	3320
P&C Executive	500
QAST Training	180
Total	10984.50

It is moved that funds in the amount of \$11084.50 be allocated for the additional activities listed above, thus seeking approval by the association for expenditure to this value.

MOVED BY: Ai Lin Yap

SECONDED BY: Michelle Kozlowski

CARRIED by Consensus

CANTEEN REPORT

PRESENTED BY	THAT THE REPORT BE RECEIVED	
	MOVED	SECONDED
Canteen Report – Claire Smith	Lisa Wright	Michelle Kozlowski

PRINCIPAL REPORT

PRESENTED BY	THAT THE REPORT BE RECEIVED	
	MOVED	SECONDED
Principal Report – Angela Gooley	Lisa Wright	Lara Matthews

GENERAL BUSINESS

AGENDA ITEM	Electrical Point Move
POINTS OF DISCUSSION <ul style="list-style-type: none"> The power point that was installed in the canteen for the new oven, was incorrectly measured. It needs to move up 2cm to allow the oven & racks to fit into the allocated space properly. Unfortunately, moving the power point is our only option as space in the canteen is limited & if the oven is used without the racks, it will void the warranty. Motion Moved by: Lisa Wright 2nd by: Lara Matthews 	
ACTION REQUIRED <ul style="list-style-type: none"> Organise for electrician to move the power point to appropriate location. 	

AGENDA ITEM	Removal of Bec & Emma from Banking Access
POINTS OF DISCUSSION	
<ul style="list-style-type: none"> • Rebecca Beyer, our former Treasurer, moved away from the area at the end of last year, thank you for your efforts Bec. • Emma Turnbull, our Assistant Treasurer, resigned due to personal needs, thank you for your efforts Emma. • Due to Rebecca & Emma leaving the Executive, it is important to remove their access to P&C banking. • Motion Moved by: Lisa Wright 2nd by: Michelle Kozlowski 	
ACTION REQUIRED	
<ul style="list-style-type: none"> • <i>Remove Rebecca & Emma from banking rights.</i> 	

AGENDA ITEM	AGM Nominations
POINTS OF DISCUSSION	
<ul style="list-style-type: none"> • P&C Executive positions are up for election next month. • A list of role descriptions has been made up to assist members with deciding if a role is right for them. • An email will be sent to all members with the role descriptions also. 	
ACTION REQUIRED	
<ul style="list-style-type: none"> • <i>Send out Role Descriptions email.</i> • <i>Prepare for AGM.</i> 	

AGENDA ITEM	Cross Country Shirts
POINTS OF DISCUSSION	
<ul style="list-style-type: none"> • An executive decision was made to make ordering of the School House Shirts available. • This is due to the Senior Cross Country Regionals being held earlier than normal this year, forcing our date to be earlier as well. • Ordering is open till 25th February & shirts will be available approximately 8th March. 	
ACTION REQUIRED	
<ul style="list-style-type: none"> • 	

AGENDA ITEM	Easter Raffle/Rebel Sports Kickbacks
POINTS OF DISCUSSION	
<ul style="list-style-type: none"> • The Easter raffle held each year is always a great success, last year we raffled 50 hampers! • We plan to still run the egg donation for the hampers, but this year will also offer some major prizes via our Rebel Sports Kickback incentive. We already have \$1000 pre-approved to use for the purchase of prizes. • We can also use the kickbacks to purchase Rebel Sport Gift Cards as another option. • We will need to shout out for volunteers shortly, for collecting & assembly of egg prizes & to make raffle ticket booklets. Possibly, we could hold a workshop evening at the school. 	
ACTION REQUIRED	
<ul style="list-style-type: none"> • <i>Decide on prizes & start organising the details.</i> 	

AGENDA ITEM	Grants
<p>POINTS OF DISCUSSION</p> <ul style="list-style-type: none"> • Tracy has been doing a great job organising the grant submissions. • A lot of grants require the applicant to list a focus for spending & what funds are available to add to the grant where needed. • As we have a lot of areas to pursue for needs & wants in the school, we need to decide what will be our focus for this term of executive administration. • Items that keep coming up & likely for focus this year, are Water Bubbler Coolers & Prep Playground Extension. • Our focus will be decided after the AGM to allow for changes in the committee. 	
<p>ACTION REQUIRED</p> <ul style="list-style-type: none"> • 	

Motions

I move the motion that funds for the Mother's Day Stall are increased to \$5500.

MOVED BY: Lisa Wright

SECONDED BY: Michelle Kozlowski

CARRIED by Consensus

I move the motion that Claire Smith is to attend the QAST Convenor Course at the cost of \$180.

MOVED BY: Lisa Wright

SECONDED BY: Tracy Kollmann

CARRIED by Consensus

I move the motion that we hire the electrician to move 2 power points at the cost of \$434.50.

MOVED BY: Lisa Wright

SECONDED BY: Lara Matthews

CARRIED by Consensus

I move the motion that we remove Rebecca Beyer & Emma Turnbull from P&C banking access.

MOVED BY: Lisa Wright

SECONDED BY: Michelle Kozlowski

CARRIED by Consensus

New members:

Items for next meeting

NEXT MEETING: 19th March, 2019