## Springfield Central State School P\&C ASSOCIATION 2011

| No. in Attendance: <br> 14 |  |  |  |  |  |  |  |
| :---: | :---: | :--- | :--- | :--- | :---: | :---: | :---: |
| DATE of MEETING: <br> 16 August 2011 | PRESIDENT <br> Juliana Walterfang | $\checkmark$ | MINUTE SECRETARY <br> Danielle Pitts |  |  |  |  |
| Meeting OPENED: <br> 7:02 pm | VICE PRESIDENT <br> Terena Day |  | CORRESPONDENCE <br> SECRETARY <br> Donna Howett | $\checkmark$ |  |  |  |
| Meeting CLOSED: <br> 8:27 pm | VICE PRESIDENT <br> Sarah Bliss | $\checkmark$ | ASSISTANT TREASURER <br> Sadia Khan |  |  |  |  |
| MINUTE KEEPER: <br> Donna Howett | TREASURER <br> Naresh Punjabi |  | PRINCIPAL <br> Angela Gooley | $\checkmark$ |  |  |  |
| Invited GUESTS: |  |  |  |  |  |  |  |
| APOLOGIES: Terena Day, Danielle Pitts, Angela Slaughter, Jodie Geange |  |  |  |  |  |  |  |

The minutes of the previous General Meeting held on $19^{\text {th }}$ July 2011 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: Leonie Cullen
SECONDED BY: Colleen Golding
CARRIED

## BUSINESS ARISING FROM PREVIOUS MEETING:

- Assistant Treasurers Position. Nominations were called for the Assistant Treasurers position. Juliana nominated Melissa Lawton, Melissa accepted the nomination.

MOTION moved that Melissa Lawton is the new Assistant Treasurer
MOVED BY: Leonie Cullen
SECONDED BY: Judy Gardner
CARRIED

## CORRESPONDENCE

| INWARD | OUTWARD |
| :--- | :--- |
| $\bullet$ As per correspondence Register. (see attached) | $\bullet$ |

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## BUSINESS ARISING FROM THE CORRESPONDENCE:

- Father's Day Stall. Sarah Bliss to organise the Father's Day Stall to be held on Thursday $1^{\text {st }}$ September.
- Danielle Pitts to email all P\&C members all future QCPCA e newsletters.
- Canteen Skilling Day, $P$ \& $C$ to purchase 2 tickets for 2 members of the $P \& C$ to attend.

Motion to approve \$1,000 for Father's Day Stall
MOVED BY: Sarah Bliss
SECONDED BY: Kerry Smith
CARRIED by consensus

## TREASURERS REPORT

No report this month. Report to be carried over to next month.

## CANTEEN REPORT

Report presented by Juliana in Terena's absence. Canteen minutes presented.
Motion that the report be accepted as complete and correct.
MOVED BY: Kerry Smith
SECONDED BY: Sarah Bliss
CARRIED by consensus
REPORTS

| PRESENTED BY | THAT THE REPORT BE RECEIVED |  |  |
| :---: | :---: | :---: | :---: |
|  | MOVED | SECONDED |  |
| Principal Report - Angela Gooley <br> (see attached) | Angela Gooley | Kerry Smith | CARRIED |

## GENERAL BUSINESS

| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| P \& C Logo and Volunteer <br> Shirts | Juliana | All approved of the P\&C logo. The P \& C will offer shirts to <br> purchase to volunteers (price to be determined). The shirt will be <br> slate in colour with the logo screen printed on the back <br> approximately 20cm with SCSS on the front of the shirt. The <br> order form will go on the school website. We need to order a <br> minimum of 10. |
| ACTION REQUIRED <br> - Shirts to be ordered and price to be determined. Angela to put order form on school website when price has <br> been determined. |  |  |


| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Sport Shirt Orders | Juliana | Approximately 79 shirts have been requested from parents, <br> some parents still ordering. P \& C will order extra shirts, will <br> determined how many once we have found out if we have won <br> money from Orion and if we are able use the money to purchase <br> the shirts. It was agreed that if we did "win big" from Orion and <br>  <br> C would purchase extra stock. A second round of orders of the <br> shirts would be offered after the first have been distributed. |
| ACTION REQUIRED <br> $-\quad$. Juliana to email Jess data in spreadsheet. |  |  |

Motion to approve \$1,100 worth of shirts
MOVED BY: Sarah Bliss
SECONDED BY: Kerry Smith
CARRIED by consensus

| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Ekka Day | Juliana | Lots of orders. Discussion on the fairy floss and too much food. <br> Pie warmer arrived today, holds 100 pies, on loan, will be getting <br> a smaller one. Sarah has investigated pie warmers on Ebay. <br> Volunteers - Kerrie, Rachael, Patricia, Leonie, Terena \& Juliana |
| ACTION REQUIRED |  |  |


| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Fundraising | Juliana | Pauls Collect a cap, <br> Coles - dockets <br> Woolworths - dockets |
| Sarah | Tea towels. Cards given to Angela to organise students to write <br> on card and draw picture of themselves. Pen's need to be <br> returned. Teachers also need to participate. Orders back by <br> end of term. Student's to draw pictures before end of term. <br> Family Photos - Sandra Moffatt. Organised for 5 \& 6 of <br> November in her home studio. \$15 sitting fee, each family will <br> receive a digital negative. No rules regarding number of family <br> members. She can also offer Canvas prints. Viewing on the <br> same day. Allow 15 to 20 mins per family. Onsite eftpos, credit <br> card, layby 1/3 deposit available. Sitting time can be extended <br> for larger families. Percentage of sales and sitting fee to P\&C. |  |
| ACTION REQUIRED <br> Tea towels, Angela to distribute card and pens to teachers to organise students to draw pictures for tea towel. |  |  |


| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Student Representative <br> Assistance | Angela | Discussion on the content of the form. Remove the costs the <br> student would be entitled to. Discussion on whether the student <br> needs to be representing in a school related activity. |
| ACTION REQUIRED <br> - Angela to make changes to the form. The form to be put on the school website. |  |  |

Motion to make student representative assistance available to students representing at school and non school related events

## MOVED BY: Donna Howett

SECONDED BY: Angela Gooley
CARRIED by consensus

| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Carnival Committee | Juliana | Juliana asked if anyone would like to be on the carnival <br> committee. Rachel, Kerry and Sarah agreed to be on the <br> carnival committee. Carnival to be held on Saturday 26 of <br> November. |
| ACTION REQUIRED <br> - Carnival committee to look into bookings. |  |  |


| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Resignation of Naresh as <br> Treasurer | Donna | We have received Naresh's resignation in an email but not a <br> formal letter. It was agreed that Melissa will act as Assistant <br> Treasure until we receive Naresh's formal resignation. |

ACTION REQUIRED

- Angela to contact Naresh regarding his resignation.

| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Signatories on the account | Juliana | We need to remove Naresh \& Sadia as signatories and add <br> Melissa and Terena, |

ACTION REQUIRED

- Naresh and Sadia to be removed as signatories and Melissa and Terena to be added as signatories.

Motion to remove Naresh and Sadia as signatories and add Melissa and Terena
MOVED BY: Leonie Cullen
SECONDED BY: Sarah Bliss
CARRIED by consensus

| AGENDA ITEM | WHO | POINTS OF DISCUSSON |
| :--- | :--- | :--- |
| Prep to Y3 Sports Day | Sarah | Money needs to be approved for the sausage sizzle for the day. |
| ACTION REQUIRED |  |  |

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Motion to approve \(\$ 600\) for the Prep to Y3 Sports Day
MOVED BY: Sarah Bliss
SECONDED BY: Colleen Golding
CARRIED by consensus
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## NEW MEMBERSHIPS

Secretary MOVED to accept 6 new memberships MOVED BY: Kerrie
SECONDED BY: Angela Gooley
CARRIED
NEXT MEETING: Tuesday 13 September 2011


[^0]:    MOTION moved that the correspondence be accepted as complete and correct
    MOVED BY: Sarah Bliss
    SECONDED BY: Melissa Lawton
    CARRIED

