Springfield Central State School **P&C ASSOCIATION 2011**

No. in Attendance: 14				
DATE of MEETING: 16 August 2011	PRESIDENT Juliana Walterfang	✓	MINUTE SECRETARY Danielle Pitts	
Meeting OPENED: 7:02 pm	VICE PRESIDENT Terena Day		CORRESPONDENCE SECRETARY Donna Howett	✓
Meeting CLOSED: 8:27 pm	VICE PRESIDENT Sarah Bliss	✓	ASSISTANT TREASURER Sadia Khan	
MINUTE KEEPER: Donna Howett	TREASURER Naresh Punjabi		PRINCIPAL Angela Gooley	✓
Invited GUESTS:				
	, Danielle Pitts, Angela Slaugh	ter, Jod	lie Geange	

The minutes of the previous General Meeting held on 19th 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
As per correspondence Register. (see attached)	•

MOTION moved that the correspondence be accepted as complete and correct

MOVED BY: Sarah Bliss

SECONDED BY: Melissa Lawton

CARRIED

BUSINESS ARISING FROM THE CORRESPONDENCE:

- Father's Day Stall. Sarah Bliss to organise the Father's Day Stall to be held on Thursday 1st 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		
INCOLNIED BI	MOVED	SECONDED	
Principal Report – Angela Gooley (see attached)	Angela Gooley	Kerry Smith	CARRIED

GENERAL BUSINESS

AGENDA ITEM	WHO	POINTS OF DISCUSSON
P & C Logo and Volunteer Shirts	Juliana	All approved of the P&C logo. The P & C will offer shirts to purchase to volunteers (price to be determined). The shirt will be slate in colour with the logo screen printed on the back approximately 20cm with SCSS on the front of the shirt. The order form will go on the school website. We need to order a minimum of 10.
ACTION DECLUDED		

ACTION REQUIRED

Shirts to be ordered and price to be determined. Angela to put order form on school website when price has been determined.

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

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. Pie warmer arrived today, holds 100 pies, on loan, will be getting a smaller one. Sarah has investigated pie warmers on Ebay. Volunteers – Kerrie, Rachael, Patricia, Leonie, Terena & Juliana
ACTION REQUIRED	·	·
•		

AGENDA ITEM	WHO	POINTS OF DISCUSSON	
AGENDATIEM	WITO	FOINTS OF DISCOSSON	
Fundraising	Juliana	Pauls Collect a cap,	
		Coles – dockets	
		Woolworths – dockets	
		Tea towels. Cards given to Angela to organise students to write on card and draw picture of themselves. Pen's need to be returned. Teachers also need to participate. Orders back by end of term. Student's to draw pictures before end of term.	
	Sarah	Family Photos – Sandra Moffatt. Organised for 5 & 6 of November in her home studio. \$15 sitting fee, each family will receive a digital negative. No rules regarding number of family members. She can also offer Canvas prints. Viewing on the same day. Allow 15 to 20 mins per family. Onsite eftpos, credit card, layby 1/3 deposit available. Sitting time can be extended for larger families. Percentage of sales and sitting fee to P&C.	
ACTION REQUIRED			
• 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 Assistance	Angela	Discussion on the content of the form. Remove the costs the student would be entitled to. Discussion on whether the student needs to be representing in a school related activity.
ACTION REQUIRED 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 committee. Rachel, Kerry and Sarah agreed to be on the carnival committee. Carnival to be held on Saturday 26 of November.	
ACTION REQUIRED			
Carnival committee to look into bookings.			

AGENDA ITEM	WHO	POINTS OF DISCUSSON
Resignation of Naresh as Treasurer	Donna	We have received Naresh's resignation in an email but not a formal letter. It was agreed that Melissa will act as Assistant 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 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	•	<u>'</u>
•		

Motion to approve \$600 for the Prep to Y3 Sports Day

MOVED BY: Sarah Bliss

SECONDED BY: Colleen Golding CARRIED by consensus

NEW MEMBERSHIPS

Secretary MOVED to accept 6 new memberships

MOVED BY: Kerrie

SECONDED BY: Angela Gooley

CARRIED

NEXT MEETING: Tuesday 13 September 2011