

ANNUAL GENERAL MEETING 2016
MINUTES
17TH MAY 2017
WELCOME

Attendance: Gillian Tegg, Jodie Sheey, Felicity Harris, Vera Dedijer, Graham Warn, Emmy Druce, Stewart Duncan, Claire Mulae, Cori Neustein, Claire Hall, Sarah Weller

Apologies: Nicole Pruden, Lorna Raine, Matt Churchouse, Fiona Stephens, Sonya Acton, Linda Croft

AGENDA ITEM	RESPONSIBILITY BY WHOM / WHEN
Acceptance of previous Minutes Accepted by Emmy Druce and Vera Dedijer	
COMMITTEE REPORTS :	
Principal's Report <ul style="list-style-type: none"> - Please refer to separate Principals report for detail. Actions to follow up: - Catch Cards Rewards used to go the canteen. Looking for P&C ideas for what we can replace these with. Eg. Stickers? Muffins? Ice blocks? (Not lollies and chocolate – poor food example). - Waste Free Warriors looking for P&C publicity. - Trudi retiring end of term 2. P&C to arrange a thank you gift. 	P&C, Term 2
Reports <ul style="list-style-type: none"> - Easter Hat Parade Hot Cross Sizzle – successful format. Introduction of BBQ and Hot Cross buns made for a social family event and tuned a positive profit. - Mother's Day – very positive feedback on format and earlier time before school to allow working parents to attend. However not enough allowed time for teachers to organize canvases – submit plans to school earlier. Also learning that when requesting one family payment, only send note with eldest child. - Entertainment Book – only 14 sold to date. Include banner / content in next Patter (Att Sue) plus in next P&C newsletter to promote further. - Also suggest selling at the Uniform shop. - Treasurer – Vera requested invoices for costs to pay 	
Grant Writing - Sarah Telstra Kids Grant successful - \$1200. To contribute toward Seed Harvest Spoon. Environment Grant in progress – \$3500 Suez Community Grant opportunity. Eg. Recycling bins in classrooms. Seed Harvest Spoon Community Building Partnership – enhancing facilities. Coles gift cards on offer from local school for prizes. Sarah to draft proposals and meet with Gillian to answer queries.	Felicity, May-June Graham/Matt, May-June Gillian / Trudi, W/C 22 May
Contribution Letter Hard copy distributed today. Felicity to email soft copy and include reminders in newsletters.	Sarah, W/C 22 May Felicity, W/C May

<p>Canteen Alternative Vera contacted Ella from P&C Association for advice. Option #1 to get Fiona to deliver food on regular basis. Option #2 discussed to pay a parent to manage canteen to provide the kids the opportunity for the full canteen purchase experience. Either option would have to comply with Healthy Canteen priority. Vera to share information for review. Felicity to request for volunteers in The Patter and Newsletter – with specific requests where possible. Also review survey results for possible volunteers.</p> <p>P&C Noticeboard In build.</p> <p>Working Bee – Grounds gardening Sam to arrange – proposed first weekend June Sam to submit risk assessment, get back in touch with previous volunteers and produce leaflet for Gillian’s review. Working Bee to just cover gardening now. BYO gardening equipment</p> <p>School Boundaries The P&C authorise Vice President Lorna Raine to act on behalf the P&C to re-assess school boundaries.</p> <p>Tennis Courts Issues coordinating the clean with supplier. Gillian to re-schedule asap. Gillian to organize rubbish bin to go there. Rubbish and fruit peelings being left on courts – Vera to ask Mark to get kids to clean up.</p> <p>Council Ranger Residents complaining about cars parking. Council has advise plans to make one side of Willis Road no standing Discussed the inappropriate position of crossing which is not getting used. P&C to appeal to move crossing. Mention some near misses. Take photos of parents doing u-turns. P&C to organize petition.</p> <p>P&C Logo Stickers Felicity to send logo to Claire. Look at label stickers to start with. Also stamp option.</p> <p>Bare Creek Trail Run – Sun 12 Nov School to liaise with Lisa around contract and supporting activities</p> <p>Parent Survey Issues with survey making it mandatory to complete voluntary contact details. Gillian to amend. Gillian to share results with P&C for review by next meeting.</p> <p>Publicity for School Felicity to investigate costs to advertise Kindy enrolments in local newspaper. Other ideas to get free publicity for school below. Felicity to check if Linda is in a position to coordinate:</p> <ul style="list-style-type: none"> - Art Exhibitions at Shopping Centre - Positive Playmates Program - War on Waste a SIPPS - Run to Cure - Olympian <p>Disco Confirmed for Fri 21 July. DJ is booked. Dance lesson is cancelled. Vera, Claire and Cora to lead planning group.</p>	<p>Vera, W/C 22 May Felicity, May-June</p> <p>Gillian / Felicity, June</p> <p>Felicity & Neil, May</p> <p>Sam, W/C 22 May</p> <p>Lorna, May</p> <p>Gillian, W/C 22 May Vera, W/C 22 May</p> <p>P&C, May – June</p> <p>Felicity / Claire, May</p> <p>Gillian and Lisa, May</p> <p>Gillian – Thu 18 May Gillian – June</p> <p>Felicity / Linda – June</p>
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<p>Submit plan and action list / roles and responsibilities to Exec committee and Gillian for approval asap to get plans moving. Suggested kick off details: 4pm-5:30pm Infants. 6-8pm Primary Other considerations: Smoke machine / mirror ball, Decorations, advertising leaflet / newsletter, Ticket sales, Food and drinks, Prizes, Games / Dances, Volunteers, Risk Assessment.</p> <p>Parents Trivia Night / Silent Auction - Sat 5 Aug Graham to send through plan to Exec and Gillian. David had offered to help coordinate. Other considerations: * Need somebody with RSA certificate to serve alcohol if we host * Graham to write and host quiz * Source great prizes to auction on the day - use official P&C email address and consider Gillian to make the ask for more authority: Travel Agents, Harris Farm, IGA etc * Tables and chairs, Music, Toilets open / heating on, Printed invitation in bags to pre book and pay, Newsletter reminders, Table planning, Food and drinks, Risk assessment</p> <p>Council Elections – Sat 9 Sep P&C to arrange stalls. BBQ and Cake stall at minimum. Suggestion to turn this into our 2017 Fete with additional stalls / band etc. P&C Committee to reconvene and submit plan.</p> <p>Suggestion that Kurringah Council may have SIPPS advertised to run Carnival of Cultures again this year. Felicity and Cori to investigate.</p> <p>MultiCultural Days – Italian Graham mentioned someone has volunteered to run Italian Day. Graham to share volunteers detail to confirm date and arrange.</p> <p>19/10 Diwali P&C to investigate volunteers</p> <p>23/11 Thanksgiving. Cori volunteered to coordinate</p> <p>Term 2 / Term 3 – Sushi?</p>	<p>Vera, Claire and Cora - June</p> <p>Graham, W/C 22 May Graham and David – June</p> <p>Nicole, May</p> <p>Felicity / Cori - May</p> <p>Graham + Volunteer – May</p> <p>Felicity to ask investigate volunteers, May</p>
<p>DATE OF NEXT MEETING Wednesday 21th June 2017, 7:15pm in the Staff Room</p>	