

Illaroo Road Public School P & C Association
MINUTES
General Meeting

Date: Tuesday 12th June 2018
 Venue: Illaroo Road Public School
 Meeting commenced at 7.07pm

Item	Subject/Description
1.	Welcome Cristine Watson opened the meeting.
2.	Attendance – Cristine Watson, Karen Woods, Adam Hodgkins, Clive Timmins, Sherry Wearne, Tracey Robins, Chantell Treier, Debbie Abello, Jacqui Piggott Apologies –, Liza Hodgkins, Steve Hall, Lyndal White, Mandy Weissel, Lorna Hall, Tess Thomas, Yvonne Cole
3.	New Members Nil
4.	Ratify Minutes Minutes of the May 2018 meeting were accepted. Moved by Adam, seconded Mandy.
5.	Matters Arising a) P&C Facebook trial Trial to commence with advertising in Bulletin and school FB site b) Cash Handling Policy adopted Committee members all spoke that the documented procedures were appropriate and should be adopted as P&C policy. It was confirmed that the implementation of the policy was not in response to an actual incident or loss, but rather as an opportunity to communicate and implement good practices to prevent any potential incidents or perception of poor / inconsistent practices. Policy accepted, proposed by Adam, seconded Tracey.
6.	Guest Speaker / Presentation for Funding Request: Jacqui Piggott presented a funding request (included in the Principal's report) for IT Coding Club resources. The request comprised \$6,700 for equipment plus funding for batteries \$300 (tbc). Passed after moved by Karen, seconded by Adam. Voluntary Contribution funds to be assigned.
7.	Treasurer's Report Adam circulated and tabled a report for May-18 and Year-to-Date figures. Accepted, moved by Adam, and seconded Chantell.
8.	Canteen Report Karen provided a verbal report. Canteen operations continued while Tracy was on holidays – thanks to those who make a big contribution to backfill. Actions identified for monitoring overall profitability including coffee machine profits + potential insurance claim for loss of stock during fridge breakdown/replacement (Aug mtg).
9.	Uniform Shop Chantell provided a report (included in the Meeting Agenda supporting notes).
10.	Correspondence Sherry provided a report (included in the Meeting Agenda supporting notes).
11.	General Business
a)	Mothers' Day Stall – Friday 11th May Deb reported that a very successful stall was conducted, thankyou to the school for allowing use of the library for the stall due to the poor weather. Deb recommended that future events plan an earlier commencement of crafting and purchasing activities. <i>The 2019 key dates: Mothers' Day 12th May, Easter 19-22 April (end of school hols).</i> Funding motion passed for \$500 (pre-approved) to commence purchasing in post-Xmas sales when items are cheaper. Coordinator to advise the Committee when purchasing (use of funds) commences. Moved by Deb, seconded by Adam.

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b)	Other Fundraisers
	<p>Mini Fete / Movie night Tess Thomas provided a written report. Two additional volunteers had registered with Tess following advertisement in the Bulletin, although they had some difficulties with the proposed scheduling of a Sunday night function (the 2016 event was held on a Sat night). Tess has work commitments on Saturdays so she would not be available on those nights. The Committee determined that the likelihood of a successful event would be at risk if the organiser was unable to be involved on the function. Event not to proceed for 2018 (Clive briefed Tess regarding meeting discussions Thurs 14th Jun).</p>
	<p>A new potential event –Singing Bingo (Singo-bingo) A tentative date of September 22nd was identified. TBC – who are Coordinator/s</p> <p>Another idea of a ‘Baby-Sitting’ night was also mentioned. Idea would need further investigation including supervision/children ratio requirements.</p>
c)	<p>School Disco No date has been timetabled, proposed by Cristine / Jacqui it be on Thurs 16th August.</p>
d)	<p>Father’s Day BBQ (Friday 31st August) Clive to present coordination details at August meeting</p>
12.	<p>Principal’s Report (Jacqui Piggott)</p> <ul style="list-style-type: none"> • Full report provided and added to Google Drive. Updates are in progress for the ability to pay school costs/fees online; Excursion Policy & Procedures; and Attendance Award rules. Details will appear in the Bulletin.
13.	<p>School Council Minutes from last meeting reported. No actions required from P&C.</p>
14.	<p>Items for next meeting General Business: Tues 14th Aug 2018, 7pm</p> <ul style="list-style-type: none"> a) Review general canteen profit levels and obtain feedback regarding level of use of coffee/hot drinks machine. Determine if it should be retained at end of cooler seasons when customer sales decrease. b) Identify losses incurred by Canteen during fridge breakdown and replacement. Assess whether an insurance claim should be submitted. c) Father’s Day BBQ – coordinator planning <p>Reminder: Can all report contributors please provide reports on the Sunday night prior to meetings to allow them to be circulated/read on the Monday.</p>

Meeting closed 8.52pm

Cristine Watson, P&C Meeting Chairperson