

Illaroo Road Public School P & C General Meeting

Date: Tuesday 14th March 2017
 Venue: Illaroo Road Public School
 Meeting opened at 1910

Item	Subject/Description
1.	Welcome Michelle Sullivan welcomed everyone.
2.	Attendance – Tess Thomas, Mandy Weisell, Sandra Turnell, Clive Timmins, Steve Hall, Debbie Abello, Carley Amey, Tracey Robins, Adam Hodgkins, Michelle Sullivan, Carli Green, Jenny Whitehouse, Graham Tink Apologies – Liberty Nelson, Chantell Treier, Karen Woods, Sherry Wearne, Jess Seeland
3.	New Members Carli Green, Jenny Whitehouse, Jess Seeland
4.	Ratify Minutes – Minutes of the February 2017 meeting were accepted. Moved by Mandy, Seconded Adam.
5.	Matters Arising Addressed as General Business
6.	PDHPE Report Sam Callaghan and Scott Brown presented a list of items which would assist the sports program for interschool, house and normal class sporting activities. Some items such as cricket / tennis balls are recurring annual spend, and other items such as uniforms and equipment will last several years. It was noted that sports equipment was one of the items listed in the Voluntary Contribution list recently provided to parents. Motion: To approve \$2700 to be spent by Sam Callaghan across the required sport program items. Proposed by Tess, seconded Sandra. Passed.
7.	Treasurer's Report Tabled by Adam Hodgkins and circulated. Also available on Google drive. Accepted report, moved by Adam, seconded by Tess. Adam tabled for discussion consideration of changing the financial year to match the calendar year. This would also mean the AGM (including election of Committee) is held at the start of the new school year. Matter to be raised again later in the year. Adam also mentioned that there was a Australian Charities and Not-for-profit Commission (ACNC) information session being conducted on Tuesday 21 March 2017 12pm via a website (access link: acnc.gov.au/webinars) covering information concerning why the P&C may be registered as a charity, the benefits of being registered and what a registered P&C association has to do.
8.	Canteen Report Report tabled. Graham mentioned that there had been a safety incident during the month (minor burn). Adam to followup on expense report.
9.	Uniform Shop Tracey Robins reported that activities were continuing with adequate volunteers so far. Some discussion regarding availability of Procedures Manual (Adam to provide access to materials via Google drive). Adam also offered to show Tracey the financial system reporting functionality which may assist on stock-taking / monitoring. Any assistance for Tracey to help with Uniform Shop activities would be appreciated.
10.	Correspondence Verbal report.

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11.	<p>General Business</p> <p>School Photo Day (Tuesday 28th Feb) Tess reported that it was a very successful day due to the many helpers (too many to list in the minutes) whose assistance was appreciated. Thanks to Lorna for washing all the shirts.</p> <p>Easter Raffle / Parade (Friday 7th April) Sandra needed raffle cover sheet template and to confirm information. Adam provided template and confirmed that rules for operating a fundraising raffle. Deb to coordinate wrapping and collections, Tess to provide Yvonne's contact details.</p> <p>Mother's Day Stall (Friday 12th May) Deb has plenty of ideas, call for volunteers closer to event.</p> <p>School Production (3rd term, late August) Notes from Liberty Nelson (refer agenda, supporting notes) were tabled and discussed. Previous experience from attendees that it was a very busy night with drop-off /pickup timing, difficult to run a BBQ.</p> <p>Mini Fete / Movie Night Discussion that this maybe best to not be held on same year as School Production due to the level of student/teacher focus on the Production.</p> <p>Fathers Day – planning in 3rd term.</p> <p>Other Major Fundraisers No other activities currently identified.</p>
12.	<p>Principal's Report Report tabled. Voluntary contributions collected so far \$14,861. Some competing school activities currently being funded by parents during 1st term. A number of charity / community fundraiser events scheduled for 1st term.</p>
13.	<p>School Council Update Meeting held, Michelle and Tess were unable to attend. Michelle will be on Council as P&C rep.</p>
14.	<p>Items for next meeting General Business: 9th May 2017, 7pm</p> <p>a) Easter Raffle / Hat Parade (Friday 7th April) – include reminder in School Bulletin b) Mothers Day Stall (Friday 12th May) – next P&C meeting is not until 9th May so need to add donation reminders in School Bulletin c) Other Fundraisers e.g., Father's Day Breakfast.</p> <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 2125

Michelle Sullivan
P&C Meeting Chairperson