**General Meeting**

**Tuesday, 20 June 2017**

**In attendance**

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| Rebecca Hembling (RH)Nicole Royan (NR)Lynne Graham (LG)Jennifer Smith (JS) | Penny Borrill (PB)Heather Locker (HL)Lisa Jeffree (LJ)Collette Finlay (CF) | Sandra Forman (SF)Marianne Topple (MT) |

**Agenda Items**

1. Welcome & Apologies

RH opened the meeting at 7.10pm.

Apologies were received from the following members: Kim Birstins-Crabtree (KB) and Fiona Cuthill (FC)

1. Minutes of the Previous Meeting

*Motion: To accept the minutes from the previous meeting.*

Moved: Nicole Royan

Seconded: Lynne Graham

Motion carried.

1. Anniversary Business

We will be holding a Raffle at the Anniversary Cocktail Party. CF and LJ have worked really hard to secure a great list of prizes. A List of prizes has been provided. We want the raffle to be professional looking. A proposal of tickets has been put forward and we can customise the tickets how we see fit; we can list the top 5 prizes on the ticket. We are looking to give 2 booklets per family and any unsold tickets will be given back to the school to sell on the night. The cost will be $2 per tickets. We think we should start selling as of 1st September; with the potential of bringing the tickets back by the end of term. This will provide enough time to chase up remainder of the tickets in the first week of term 4. The logos for prize donations will need to be promoted; this can be done on a logo board which we display at all events. We can add the logos to things we promote and use our sponsor Tom Thumb. LJ and CF have got quotes for printing the tickets. The cheapest and most professional looking will be chosen. We are still looking for more prizes from the local community.

*Vote: We propose to pre-approve the amount of $700 for the printing of the tickets.*

All in favour

Motion carried.

1. Actions and business arising from the minutes of the previous meeting

Nil

1. Correspondence

Nil

1. Principal’s Report

The Band show case will be this Wednesday for parents to see from 8:30-9:30am.

MT will be going to Miranda RSL to receive books from the ANZAC day march.

Super 5c Friday - this will be held. The children are aware of this and the teachers are reminding children daily

Student reports will come home on the last Thursday of this term

Staff development day - Monday 17th July 2017

Open Day will be held in week 3, Thursday 3rd August - tea & coffee will be served. There will be no canteen on this day. A BBQ lunch will be served.

Currently we have 22 in area students and 22 out of area students interested for 2018.

An arborist has been checking trees. There are two (2) trees to be removed and an amount of lobbing to be done. It is all good as it has been kept under control. There will be a tree audit once a year.

All locks are being checked to ensure doors can be locked during lock downs. All government public schools, pre-schools, and Long Day Care Services are being checked to ensure staff can lock children inside when necessary. NR mentioned the screen door inside the canteen doesn’t lock from the inside. SF will look into it.

Looking at gardens to be revamped - weeds removed and new plants planted. Hopefully will look presentable for Open Day.

There is new furniture in the computer lab. Now the Library is being renovated also. It will be a 21st century theme. This will be done in this school holidays or next.

Kim Baldwin will have her retirement assembly on the last Friday of this term. It will be special Assembly and there will be a special event from children.

Dance Extravaganza will be held at the Sutherland Entertainment centre on Friday 4th August - this will involve the Girls dance groups both Junior & Senior.

1. Treasurers Report

JS presented the Treasurers report for May (see attachment 1 & 2).

*Motion: To accept the Treasurers Report.*

Moved: Heather Locker

Seconded: Penny Borrill

Motion carried.

1. Fundraising Report

Mothers Day went well we made a profit of $964.

The Disco takings were $1900 a profit of $1300

Fathers Day stall is coming up.

Earn and learn is starting on 27th July - LG has offered to count the stickers at the completion of the event.

1. Canteen Report

NR presented the canteen report for May (see attachment 2).

We have decided to pay Pam to sell the milk on Grandparents day.

The food inspector came and the report is attached

Canteen is pledging to give back $3000.00 to the P&C general account

*Motion: To accept the Canteen Report.*

Moved: Penny Borrill

Seconded: Heather Locker

Motion carried.

1. Uniform Shop Report

Uniform Shop report for May was presented by PB (see attachment 3).

*Motion: To accept the Uniform Shop Report.*

Moved: Jennifer Smith

Seconded: Lynne Graham

Motion carried.

1. General Business

Thoughts for the gift for Kim Baldwin include a gift voucher for Eckersleys. RH will speak at the assembly.

*Vote: To get Kim Baldwin a gift voucher for $500.00 from Eckersleys*

All in favour

Motion carried.

Looking to get hoops for the courts SF to get quotes

A reminder that children are not to be in the hall on a Friday afternoon after school.

Our condolences go to KB for her dad passing.

Next meeting will be Tuesday, 18 July 2017 at 7pm

**RH declared the meeting closed at 8:40pm.**

**Action Items 2017**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Action** | **Responsible****Person** | **Status Update** |
| **1** | Quotes for Backboards for the courts | SF | Outstanding |
| **2** |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |