



## **General Meeting 10 June 2015**

1. **Present:** Derek Hood, Minette Patterson, Adrie Schoonens, Carla Griffiths, Dave Gaurang, Carolyn Satie, Lea Fairfoul-Hutcheon, Matthew Day, Barbara Molloy, Andrew Gill, Roland Penno, Margaret Patullo (recorder)

2. **Apologies:** Angela Gill

3. **Correspondence:**

- a. Audit report
- b. Primary school acceptance of Canteen Supply
- c. WACSSO info

4. **Previous Minutes/ Business Arising:**

- a. That they be a true record of the meeting held on March 30 2015
- b. **Moved:** Carolyn – Seconded Minette **accepted**

5. **Reports:**

**a. President** – see attached Report

Employment of Canteen Manager

Carolyn moved that we employ Barbara Molloy as Canteen Manager seconded Derek – **Passed**

Resignation of current Treasurer Jo Alvieski

Derek proposed Adrie seconded Minette. - **Passed**

Audit report has been received. re the suggestion that we take more stringent control of financials within the P&C . This will be addressed with the new reporting systems.

A Laptop has been supplied to P&C for use in the Canteen from the school. Adrie to check if the laptop is set up for an automatic back up to the schools hard drive.

Vice President position needs to be filled – email to go including the role description. **Margaret to action**

**b. Treasurer:** Loss in the canteen due to hours and running costs – being reviewed. Canteen as of May is on a break even point.

**P&C** - May levies have been received from school and uniform shop commission

**CANTEEN:** outstanding bills re super payment – tax December 2014 being paid off and March payment outstanding – currant outstanding invoices are for June.

Adrie will present an overview on a monthly basis – more structure will be provided for reporting to see where we have difficulties.



**c. Canteen:** See attached report

Motion that permission is sort to purchase a new phone. Moved Carolyn,  
Seconded Minette - **passed**

In regards to transporting food to the Primary school food can the P&C please  
look into paying a Vehicle allowance

**d. Music Committee:** see attached report and financials

Motion that Approval be given for the purchase of a new Tuba Case estimated  
\$1275 Moved Derek, Second Barbara - **approved**

**e. Soccer Committee:** see attached minutes

Astro turf pitch is long term objective - toilet facilities at the Gym very much an  
issue.

Various options of fundraising ideas were presented to meeting – all approved  
Paddy and Tony are hoping to arrange a school tour for China. Perhaps KL, end of  
term 3 both boys and girls.

Alumini night is under consideration and end of year function may be 250 plus so  
looking for venues.

Discussed sponsorship options but find they are not available but donations can be  
looked at: - suggestions from meeting are The Commonwealth Bank and Lotteries  
West grants

Andrew invited Lea to a meeting to update their plans

**f. Basketball Committee:** see attached minutes – further meeting minutes  
will be available asap

**g. Principals Report:** see attached report

**6. General Business:**

Derek asked of Lea why there was a change of costings re tickets to the semester  
one Music concert – Lea explained. As it is a required School event there cannot  
be any added charge.

Minette asked could reports from each area come out earlier so questions could  
be prepared before the meeting – Decision to circulate minutes as they come  
available from the various committees.

This could include a finance overview. **Margaret to action**

A Suggestion was also received that we bring the committees together to do  
more all school events.



**P&C ASSOCIATION**

Feedback was provided that parents of children in the catchment not in any program found it hard to find out what was happening re fundraising – this was noted by meeting and will be looked into with each group to try and get better advertising of events.

**Next Meeting: Tuesday 11 August 7.30pm in Staff Conference room**

Meeting closed. 8.35

**Actions**

<b>Where in the Minutes</b>	<b>What is to be done</b>	<b>By</b>
<b>5a Presidents Report</b>	<b>Check laptop supplied by the College is linked to the H drive for back up purposes</b>	<b>Adrie Schoonens</b>
	<b>Vice President role email to request interest</b>	<b>Margaret Patullo</b>
<b>6 General Business</b>	<b>Circulate minutes and reports before meeting in order to give people time to read and ask questions</b>	<b>Margaret Patullo</b>