



**Woodvale Secondary College P&C Assoc
AGM Meeting
15 February 2016**

Start Time: 7:30pm

- 1. Present:** Carolyn Satie, Margaret Patullo, Barbara Molloy, Derek Hood, Adrie Schoonens, Lea Fairfoul-Hutcheon, Emma McCarthy, Marcia Mora, Annette Sparks, Minette Patterson, Andrew Gill, Michelle Austin
Apologies: Debbie Heron

- 2. Correspondence:**
 - a. P&C Voice**
 - b. Various Christmas Cards**
 - c. Basketball Financials**

- 3. Previous Minutes/ Business Arising:**

Motion: that they are a true record of the meeting held on 18th November 2015 - **Moved** Carolyn Satie **Seconded** Barbara Molloy
Business arising: Facebook notice board has been set up under WACSSO guidelines.

- 4. Reports:**
 - a. President:** Attended graduation ceremony not as long as thought, was very enjoyable. Have received contact from Creany PS re running their canteen – will be investigated further. Stacy from Basketball committee has been in contact re financial situation for them.

b. Treasurer – Auditor appointment - books to go to auditor this week. Report attached: Canteen on improve with only a small loss

Carolyn explained how funds are gained for P&C: This includes the all student Levy and the payment from uniform company. Discussion was held re the fundraising for the P&C and sub committees.

c. Canteen - running well - reports attached – Barbara answered a question over which students most attend – all school. Flexi school online ordering - looking at getting the info out to all students for internal ordering – this has not been utilized yet within the school community.
Carolyn explained that contracts for Canteen staff were under review which also included the change of state to federal award.



P&C ASSOCIATION

d. Subcommittees

Soccer - report attached

Basketball – no rep present

Music - Music on the green to be held off school grounds Will be holding another Bunnings Sausage sizzle -last year's went very well - there is a need for two new bassoons – will cost a large amount.

Motion: we seek approval to spend \$1275 to replace the damaged Tuba Case Moved Derek Seconded Barbara - **accepted**

Discussion re entertainment books. – Question Can we have access to the whole school for the fundraiser? Agreement reached

Proposal that the music committee split the profit of \$13 per book - \$8 music \$5 Soccer – Moved Annette Seconded Carolyn – **accepted**

e. Principal - report attached – Lea discussed the PPP seminar

Margaret expressed disappointment that the school website had still not been updated with the P&C info as all information had been sent through.

5. Election of Office Bearers

President - NO nominations at meeting – referred to next meeting

Vice President – Carolyn Satie seconded Barbara Molloy

Secretary - Margaret Patullo seconded Annette Sparks

Treasurer – NO nomination

Board Rep – Minette Patterson seconded Andrew Gill

Canteen Convenor – Carolyn Satie seconded Barbara Molloy

WACSSO Rep - Michelle Austin – seconded Margaret Patullo

Other Committee Representatives

a. Rep Soccer Comm - Monday 22 Feb will be AGM

b. Rep Basketball Comm - no communication

c. Rep Music Comm - 2 March will be AGM



P&C ASSOCIATION

6. PROCEDURES:

a. All Sub Committees need to Lodge Terms of Reference

b. Provide info re signatures re accounts

Carolyn presented information about Westpac Bank

To be followed through next meeting

7. General Business

Issue re Dress material was raised – Question: How can parents comment and voice their concerns – Veronica in the office is point of contact – Minette to follow up

Facebook Notice Board – opened under WACSSO guidelines - will relax permissions to post so can be seen by more.

Link is: <https://www.facebook.com/Woodvale-Secondary-College-PC-Notice-Board-411799985682997/>

Next meeting: Monday 14 March 2016

Meeting Closed 8:35pm

Actions

Where in the Minutes	What is to be done	By
4c Canteen	Prepare and contacts for staff	Carolyn, Adrie
4b Treasurer	Follow through with Audit of books for all subcommittees	Adrie
4e	School website to be updated with P&C info - including facebook noticeboard link.	Margaret Lea
5	Positions still vacant on the committee Need to advertise	Margaret
6 Procedures	Banking and committee procedures to be provided from sub committees	Carolyn, Margaret