

# **General Meeting**

## Tuesday, 16 October 2018

#### In Attendance

Juliet Whittles (JW) Emily Chapman (EC) Kristy Atkins (KA) Kath Wilson (KW)

Nicole Royan (NR) Michael Brown (MB)

Rebecca Hembling
(RH)

#### **Agenda Items**

#### 1. Welcome & Apologies

Lynne Graham (LG)

Jennifer Smith (JS)

NR opened the meeting at 7.10pm.

Apologies were received from the following members: Heather Locker, Carla Janssen, and Kim Birstins-Crabtree.

# 2. Minutes of the Previous Meeting

Motion: To accept the minutes from the previous meeting.

Moved: Nicole Royan

Seconded: Rebecca Hembling

Motion carried.

### 3. Actions and business arising from the minutes of the previous meeting

Roles and responsibilities for positions will be advertised at a morning tea on Friday 9th November 2018.



# 4. Correspondence

Nil.

#### 5. Principal's Report

SF is on leave for 4 weeks. KW is in the chair.

Film by the sea

Kindergarten orientation next Thursday. P&C will do a morning tea. Uniform shop will be open. Fashion parade. New format to the orientation process. Parents to go with the children on the first day to several activities; classroom, library and computer lab. The children will be dropped off for the stepping stones.

Sports and special photos next Friday. Children to come dressed in first photo uniform.

#### 6. Treasurers Report

JS presented the Treasurers report (see attachment 1).

There is a balance of \$37,968.56 in the bank.

Motion: To accept the Treasurers Report.

Moved: Kristy Atkins (KA)

Seconded: Emily Chapman (EC)

Motion carried.

#### 8. Fundraising Report

Another grant - Landcare and Woolworths. JS to look into.

Leonie Renfrew (LR) can no longer commit to be the fundraising coordinator due to work commitments.

EC, RH and NR will coordinate the Halloween Disco for 2nd November 2018.

Thank you to Carla Janssen for organising the the Stepping Stones morning tea for the parents.

#### 9. Canteen Report

No report

# 10. Uniform Shop Report

Uniform shop will be open on 31st October from 9-930am on the first stepping stones.



Presenting minutes for the uniform shop from January through to September.

Motion: To accept the Treasurers Report.

Moved: Juliet Whittles (JW) Seconded: Lynne Graham (LG)

Motion carried.

#### 11. General Business

P&C Christmas Dinner 4th December @ 7pm @ Jensen's.

Next meeting will be Tuesday, 20th November 2018 at 7pm.

# JW declared the meeting closed at 7:50pm.

#### **Action Items 2018**

Ite m	Action	Responsible Person	Status Update
1	To find a suitable green school jumper to have the logo put on for sale	EC & RS	Complete
2	To push the paver initiative on more time	NR	Underway
3	To contact current and prospective sponsors regarding sponsorship packages	LG	Complete
4	Determine how many replacement bulbs are needed for classroom smartboards.	KW	Complete