

## MINUTES of Meeting

**Monday 12th February 2024**

**Meeting Opened:** 7:01pm

**Meeting Closed:** 8:04pm

**Next Meeting:** Monday 11<sup>th</sup> March, 2024

|  |   |                |
|--|---|----------------|
| Attendance   | Lauren, Laura, Katie McGuire, Lindal Rankin, Anand Shand, Roseanne Simms, Dean LePage, Fran Fava, Samantha Mavros, Rafiq Syed, Natasha Tyson, Laura Booth, Kristen Lam, Kath Amargiantakis, Carolyn Leverton, Terri Bullock   |                |
| Apologies  | Amy Brinkley, Kylie Mulquin, Eleanor Grant  |                |
| <b>Motion to accept the previous minutes</b>   | <b>Moved</b>  | Roseanne Simms |
|  | <b>Seconded</b>   | Lindal Rankin  |
| <b>Item 1 – Correspondence</b>   |   |                |
| 1.1  | Handed out previous to the meeting.   |                |
| <b>Item 2 – NSW P &amp; C Federation notices/policy for discussion</b>                             |   |                |
| 2.1  | (All NSW P & C Federation correspondence is freely available at <a href="https://www.pandc.org.au/">https://www.pandc.org.au/</a> and therefore will not be included in meetings)   |                |
| <b>Item 3 – Sub-Committee Reports Requested</b>  |   |                |
| 3.1  | Principal's report – Attached   |                |
| 3.2  | President's report – Attached   |                |
| 3.3  | Treasurer's report – Attached   |                |
| 3.4  | Uniform shop report – Attached  |                |
| 3.5  | Canteen report – Attached   |                |
| 3.6  | Music report – Attached   |                |
| <b>Motion to accept Sub-Committee reports: Moved:</b> Roseanne Simms <b>Seconded:</b> Dean Le Page |   |                |
| <b>Item 4 – Parent Feedback</b>  |   |                |
| 4.1  | <p>Email – Motivate Sports Programs – What can families do if they can't afford programs + feedback from community members is that times are tough, and the school needs to be mindful of the amount of paid programs that we need to pay for. It was suggested within the P&amp;C to survey the community.</p> <p>Feedback - If families can't afford programs – approach the school for family assistance. Separate sports program is offered for those who cannot participate. P&amp;C and the school have covered partial costs for Term 1 so that parents only need to pay \$20. Parents are welcome to approach the school if they do not want these sorts of</p> |                |

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|   | <p>programs. Grants can also be applied for to cover costs for these programs when they are available.</p> <p>School bytes app – reminders are happening to whole school when it should be specific members of the community.</p> <p>Feedback – Apologies, this was an error and will be investigated.</p>  |
| <b>5</b>  | <b>General Business</b>   |
| 5.1   | <ul style="list-style-type: none"> <li>- Fundraising Ideas and Goal – the presidents sat down with Terri to set some dates for the calendar. The school has requested a focus on providing laptops. Approx. \$800 + per laptops. The school is looking at doing Krispy Kreme fundraiser in term 1 and then term 2, a Motivate fun day.</li> <li>- Fundraiser – Community recipe book – committee of Fran and Dean and looking at Term 3 for the event.</li> </ul> |
| 5.2   | Easter raffle budget approval – Laura to run - \$350 approved <b>First</b> – Roseanne Simms, <b>Second</b> – Anand Shand  |
| 5.3   | Easter Raffle budget request - \$125 for the year subscription approved - <b>First</b> – Fran Fava, <b>Second</b> – Dean LePage   |
| 5.4   | Audit and AGM – A few transactions still need to be resolved to then got o audit.   |
| 5.5   | Square payment enquiries – Roseanne to call Square tomorrow to enquire to the missing transactions.   |
| 5.6   | Uniform shop and cooling options – going to cost \$7000 to test the temperature. Tag and testing needs to happen before any equipment can be used. Carolyn to ask assets and Terri to look at O,H&S avenue.   |
| 5.7   | P&C Meet and Greet breakfast – to be cancelled as we have the afternoon teas scheduled.   |
| 5.8   | Afternoon tea/meet the teacher. P&C to provide the afternoon teas on both afternoons. Budget request approved \$250 <b>First</b> - Lindal Rankin <b>Second</b> – Anand Shind  |
| 5.9   | Canteen meal deal mini fundraisers – Dropping St Patricks day fundraiser due to fundraisers being too close together.   |
| 5.10  | AGM to be held on 11 <sup>th</sup> March, 2024.   |
| 5.11  |   |
| 5.12  |   |
| <b>Item 6 – Other Business</b>  |   |
| 6.1   |   |
| <b>Item 7 – The next meeting is scheduled for: Monday 11<sup>th</sup> March, 2024</b> |   |
| <b>Item 8 – The meeting closed at 8:04 pm</b>   |   |