

## MINUTES of Meeting

Monday 17th March 2025

Meeting Opened: 7:03 pm Meeting Closed: 8:33 pm

Next Meeting + AGM: Monday 12th May, 2025

Attendance	Roseanne Simms, Katie McGuire, Amy Brinkley, Carolyn Leverton, Anand Shinde, Terri Bullock, Mrs A, Mrs England, Steve Clarke, Fran Fava, Melinda Ferris, Lindal Rankin, Lauren Murphy, Emma Burke, Laura Joseph, Alex Carter, Mansi Kathuria, Deepti Dahiya	
Apologies	Natasha Tyson	
Motion to accept the previous minutes	Moved	Lindal Rankin
	Seconded	Lauren Joseph
<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: Lindal Rankin Seconded: Amy Brinkley</b>		
<b>Item 4 – Parent Feedback</b>		
4.1	The 3B air conditioning unit has been replaced with a brand new system and is working well. Community corner availability for students. The grass area with the rainbow poles is not open for the students due to safety. The hill is now open for running.	
<b>5</b>	<b>General Business</b>	
5.1	Fundraising and events	

	<ul style="list-style-type: none"> <li>- Mothers Day - boxes all sorted for the stall and Roseanne to set up the sign up online form. Lindal still has to set up the running sheet.</li> <li>- Easter egg hunt idea - can we have one that is chocolate free. Laminated eggs or bunnies and then prizes for finding them. School to consider the idea and get back to the p&amp;c.</li> <li>- Trivia night 50's Happy Days theme <b>Approved</b> - Roseanne Simms <b>Seconded</b> - Fran Fava</li> <li>- Billy G's Term 2 - Music committee happy to work with us along with the chocolate fundraiser. Further contact with the organisation to be made by Roseanne.</li> <li>- Mothers Day - 6th May - discussion of putting on a breakfast versus muffins with mums in the morning and arvo. Muffins with mums decided on - Laura to organise the morning and Lindal the afternoon session. <b>Approved</b> - Amy Brinkley <b>Seconded</b> - Lindal Rankin</li> <li>- Fathers Day organisation - postpone to next meeting</li> </ul>
5.2	<p>Movie night - Vote on movie selection (this was done by a paper vote selection - results to be announced). Popcorn, ice cream, drinks and lollies to be sold on the night. Location for the screen to be held - still under discussion (oval vs the cola).</p>
5.3	<p>Is there a need for a policy for financial assistance and the P&amp;C Music committee - discussions of 50% assistance which is in line with the school policy and also offering a payment plan via smaller installments for the current family request. <b>Approved</b> - Laura Joseph <b>Second</b> - Lauren Murphy</p> <p>Moving forward - This will be discussed on a case-by-case basis. Further discussion on this matter will be moved to future meetings if it is needed.</p>
5.4	<p>Subcommittees, finances + code of conduct - a friendly reminder that subcommittee's fall under the P&amp;C, including accounts and budgets. Communication and general behaviour is to be in line with our code of conduct when dealing with the community, the school and other P&amp;C members. Once a budget request is approved and is minuted at a meeting, subcommittees are then to action the request within a timely manner.</p>
5.5	<p>Budget request for the uniform shop fan \$950.53. To be paid out of the P&amp;C account. <b>Approved</b> Lindal Rankin <b>Second</b> - Laura Joseph</p>
5.6	<p>Canteen budget requests</p> <ul style="list-style-type: none"> <li>- budget request for 4 slice sandwich press and rice cooker \$150</li> </ul> <p><b>Approved</b> Laura Joseph <b>Second</b> - Amy Brinkley - The school to find out about ticketing and procedures.</p> <ul style="list-style-type: none"> <li>- budget request to buy hot cross buns \$120 (\$96 last year)</li> </ul> <p><b>Approved</b> Lauren Murphy <b>Second</b> - Amy brinkley</p>
5.7	<p>The school has requested a financial donation from the P&amp;C for a new sound system for the hall. Overall costs will be approx. \$30,000. Final budget to be brought to the next meeting and then a percentage will be agreed on by the P&amp;C.</p> <p>Lauren to look into a grants for this also.</p>

5.8	ING accounts need to sort out with Amir and Penny to close the account. This will be investigated and moved to the next meeting.
5.9	AGM 12th May, 2025.
5.10	Laptop for the uniform shop and the P&C to be purchased at their earliest convenience as budgets have already been approved.
<b>Item 6 – Other Business</b>	
6.1	
<b>Item 7 – The next meeting is scheduled for: Monday 24th March, 2025</b>	
<b>Item 8 – The meeting closed at 8:33pm</b>	