



MINUTES of Meeting

Monday 23rd May 2022

Meeting Opened: 7:05pm

Meeting Closed: 8:28pm

Next meeting: 27th June 2022

Attendance		Roseanne Simms, Katie McGuire, Kylie Mulquin, Anand Shinde, Pamela Athanasiou, Natasha Tyson, Dean Le Page, Lindal Rankin, Francesca Fava, Andrea Ryden, Linda Bryant
Apologies		Eleanor Grant, Amber Edmonds
Motion to accept the previous minutes	Moved	Kylie Mulquin
	Seconded	Dean Le Page
Item 1 – Correspondence		
1.1	Correspondence – NIL	
Item 2 – NSW P & C Federation notices/policy for discussion		
2.1	(All NSW P & C Federation correspondence is freely available at https://www.pandc.org.au/ and therefore will not be included in meetings)	
Item 3 – Sub-Committee Reports Requested		
3.1	Principals 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	
Motion to accept Sub-Committee reports: Moved: Dean Le Page Seconded: Anand Shinde		
Item 4 – Parent Feedback		
4.1	(Discussed in General Business)	
Item 5 – General Business		
5.1	Financial members to be added. Welcome Gwen Govender-Hondros + Andrea Ryden	
5.2	Uniform shop account changes – Penelope Millgate to be removed from the accounts.	
5.3	Fundraising – Trivia night for 2022 is under discussion as to whether we can organise one for the end of term three. To be added to the next meetings agenda for further discussion.	
5.4	School Banners / gazebos/signature – The suggestion to upgrade the school gazebo's was passed on to the school, however, it was felt that they were still fairly new and not needing to be replaced just yet. It was communicated that the gazebo's not being taken to the cross country this year was not due to the	



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	lack of room in cars, rather a miscommunication as to if they were needed or not. The school will look into the need for new signage and get back to us.
5.5	Buses for zone carnivals – As buses are a big expense, it is felt that it would not be feasible to hire them for events such as zone carnivals.
5.6	JOT form to be reintroduced – With COVID interrupting so many planned events over the last 2 years, the JOT form was not an effective method of asking for volunteers as events were frequently cancelled. In 2022, we have found that the "Sign Up" app has been a more effective method for volunteer requests as it is electronic and better for data collection. It is also easily accessed to parents and user friendly. Now that we have a better idea of future events and when they will be held we are open to using "Sign up" as a replacement of the JOT form, and give parents a better idea of what is ahead in the year and opportunities available for volunteering.
5.7	Councillor and chaplain office outdoor space – the suggestion of brightening up this area as a possible project was presented for discussion as this area received some water damage earlier in the year leaving it quite dull and dark. The idea of making it more of a colourful and inviting area was raised. Further discussions with the school will take place once the damages have been repaired.
5.8	A P&C run afternoon tea and play date was suggested as an opportunity for parents to come and meet the P&C after school one afternoon. This was met with enthusiasm and Roseanne will speak to the school to discuss possible dates. A volunteer to coordinate this event has been requested.
5.9	The request for a confirmed date for the Christmas Carols was passed onto the school. The date is already under discussion within the school and once decided on, they will let us know.
5.10	Approval to install a new benchtop in the canteen \$1400 – Moved – Natasha and Dean
5.11	Request approval for new pie warmer for the canteen \$1000 given – Moved – Dean and Pamela
5.12	Request approval to buy music stands for \$1000 given – Moved Dean and Katie
5.13	Mother's Day volunteers – when organising this event, the school requested that a maximum of 8 parents only be allowed on site. Efforts were made to gather 8 parents that represented the majority of the year groups and that they were not all from the P&C. In the end 3 volunteers were P&C members (this is a requirement to count money intakes), 2 were from our kindergarten parents, and the rest were parents from other year groups. The P&C did not put a general call out for volunteers for this event as they did not want to disappoint the many parents who did volunteer by turning them down, given our number restriction. We are, however, looking forward to inviting more parents to volunteer at future events.
5.14	Approval to buy 2 bar stools for the uniform shop \$300 given - Moved - Kylie and Dean
5.15	Approval to buy a printer for the uniform shop \$150 given – Moved - Kylie and Katie
5.16	Approval to pay for advertising for the canteen manager position with Seek \$400 – Moved – Pamela and Dean
Item 6 – Other Business	
Item 7 – The next meeting is scheduled for: 27th June, 2022	
Item 8 – The meeting closed at 8:28pm	



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