

Scarborough Primary P&C Association

General Meeting Minutes: Thursday 27 October 2016, 8:00am

Chaired by Melinda Mounsey (Vice-President)

1. Present – Jason Crofts (JC) (Principal), Michelle Innes (MI) (President), Melinda Mounsey (MM) (Vice-President), Jane Ryan (JR) (Treasurer), Jackie Jackson (JJ), Sue Sarich (SS), Bruce Harvey (BH), Trish Lee (TL), Katie Lowndes (KL), Felicity Walker (FW), Danielle Costello (DC), Sara (new member)

2. Apologies – Anna Murphy, Erica Salt, Hayley Hamilton, Corey Jackson

3. Confirmation of Previous Minutes – No. Minutes not provided/sighted.

4. Correspondence –

- Liza Harvey – response to Community Sponsorship request for funding for the Twilight Market (\$300 cheque enclosed) (JJ).

- ATO – documentation for PAYG and BAS. JR has spoken with ATO and requested hardcopy documentation from here on in (not electronic).

5. General Business –

- Twilight Markets – (MM) Update to come from Anna Murphy
(JJ) To send a request home asking for volunteers
(FW) Will be running the Sausage Sizzle – helpers from K and PP
(JR) Kids Games / Activities Stall
Robyn Smith will be running a Plant Stall

- Canteen – JJ Requested feedback on the Canteen – in regards to how the parents/students feel about the Canteen service and products. SS advised that her child loves the food, JC confirmed that reports from teachers on duty are kids are eating all their lunches. JC also mentioned that the Sustainability Council and other students have noticed the increased rubbish on Canteen days – there is a significant increase to packaging and rubbish on these days. Idea raised of could the Canteen investigate using less packaging, or reusable options (eg metal cutlery that is used, returned and washed rather than plastic spoons).

- Disco – JJ advised that the Councillors have asked to run an End of Year Disco. They wish to be involved with games and activities throughout the night, would like a sausage sizzle and a DJ.
Required Vote – Passed.

Idea is for week after Market. JJ to liaise with Councillors and plan a date and other items.

- Bank Access – MM has requested that Anna Murphy be given VIEW only access to the Market Bank Account (new account).

Required Vote – Passed.

- P&C Positions – MM announced that MI was stepping down from the position of President due to personal reasons. Called for nominations for President. Only nomination was MM.

Required Vote – Passed.

As MM was Vice-President, now President, called for nominations for Vice-President. Only nomination was JJ.

Required Vote – Passed.

MM, on behalf of the P&C, thanked MI for all she has done for the P&C in her various roles over the years.

JR will request updates to bank signatories for all P&C accounts to align with new President and Vice-President and remove access for MI.

6. Report of Treasurer –

- Financial Statement for all accounts was provided.
- Funds to cover Library Furniture and Data Projector and Electronic Screen still held, pending School need.
- Large amount of available funds across the three accounts.
- JR asked the P&C to begin thinking about how these funds can be spent next year. Ideas raised were: subsidise incursion/excursion for each class (a set \$ amount per classroom); an activity (eg tennis, athletics, sports option). JC to provide School Wish List for 2017. Large Ticket Item will be new Notebook Laptops that can be used by all classes – approx. \$17,000. P&C to contribute \$10,000 to this (hopefully funds will be raised by Twilight Market).
- The Canteen needs clearer records for admin – we are now open two days per week and have lost money so far this term. Need to be more consistent with records, daily takings and general bookkeeping.

7. Report of Principal –

- Principal's Report provided.
- Due to a steady increase in numbers, especially in lower years which could track through to upper grade, there was raised the question of where we would "fit" additional students. The Computer Lab and/or Music Room may be turned into classrooms if needed. If further infrastructure is required, this is paid for by Government (not out of School funds).
- JC confirmed that additional students does mean additional funding, so long as those students are enrolled on census date.

8. Question Time / Other Business

- SS and MI asked JC about Surfing Lessons and when were they communicated to parents. JC confirmed that the info was in two newsletters and that a note was sent home with students.
- SS enquired as to Bar/Alcohol at the Twilight Markets. Offered to pass along information re: The Paddington Ale House where P&C may be able to access wholesale prices.
- TL and JJ also raised idea of wine for Twilight Market being purchased from somewhere that offers Consignment Option – ability to then return unsold product. JJ advised that Cleanskins on Scarb Beach Road has done that for another School previously. JJ confirmed that this has been mentioned to Anna and Sonia at the beginning of Market planning also.

Next Meeting – Tuesday 22 November 2016, 8:00am

Meeting closed at 8:50am