P & C General Meeting Minutes

Date: Wednesday 3rd March 2010
Venue: Woongarrah School Library
Meeting opened at: 7.46pm
Present: See attendance book
Chair: Leanne Sibthorpe

Minutes from previous meeting accepted as being a true and accurate record

Moved: Wendy Seconded: Tracy

BUSINESS ARISING FROM PREVIOUS MINUTES:

DISCO PROPOSAL – Michelle C and Donna R
• Concerns were raised about the lack of hands and support to run a Disco for the kids. Questions and possibilities were raised and an agreement for presentation to be made at next monthly meeting in anticipation for the go ahead was agreed. Michelle C and Donna R will co-ordinate the event.

PIZZA NIGHT PROPOSAL
• Again due to lack of support and members it was agreed we were unable to take on the task. Proposal shelved for 2010.

CHRISTMAS ITEMS DISCUSSION – All
• School is not going to be holding any Christmas event and at this stage P & C is unable to commit. Discussions led to members coming up with alternative ideas for Christmas for discussion in next General Meeting.

ACTIONED ITEMS
• Indemnity form for P & C email address presented. – Leanne S
  Form requesting users to comply with Privacy, Professional and responsible guidelines.
  Moved: Penny Seconded: Jacqui Carried
  • Online Subscription – Mark C
  Carried Over
CORRESPONDENCE REPORT – Jaqui H

<table>
<thead>
<tr>
<th>DATE</th>
<th>CORRESPONDENCE IN</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEB 12</td>
<td>*Fetes &amp; Festivals 2010, Fundraising Directory</td>
</tr>
<tr>
<td></td>
<td>*P&amp;C FEDERATION NSW, TERM 1 Mail out- Annual Conference information, Annual Association Record 2010, * Vision Portraits -flyer</td>
</tr>
<tr>
<td>MAR 1</td>
<td>Via email- Entertainment books fundraising information</td>
</tr>
<tr>
<td>DATE</td>
<td>CORRESPONDENCE OUT</td>
</tr>
<tr>
<td>TERM 1</td>
<td>NIL</td>
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PRINCIPAL’S REPORT

Discussion revolving around the outsourcing of school uniforms.
Trivia Night Shelved for 2010
Donation of half freezer to school by P & C

TREASURER’S REPORT – Leah C

Feb 10

<table>
<thead>
<tr>
<th>Description</th>
<th>Deposits/Credits</th>
<th>Expenses/Debits</th>
<th>Balances</th>
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<tr>
<td>Opening Balance</td>
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<td>$244.67</td>
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<td>Closing Balance</td>
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<tr>
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NB. Balance correct as per auditors report for year ending 31st Dec. 2009.

- Assets register compiled to record assets purchased by P & C. Register will be held by treasurer who is accountable. Please present receipts of all major assets to treasurer for inclusion in register.

NEW BUSINESS:

- **Letterhead – Leanne S**
  Current P & C Letterhead being used is that of the Schools, Changes to be made include the new P & C email address and the Name and numbers of the President and Secretary.

- **Easter Fundraiser – All**
  Easter Hat Parade for K - 2 may not go ahead due to continued construction of the Cola. If parade goes ahead it will be organised by the School for Wed 31st March. Easter Raffle will be organised by the P & C. Discussions covering responsibilities. Michelle C, Donna R, Wendy B and Leanne S to co-ordinate collection of donations and wrapping into prizes. Penny to arrange stamping and issuing of raffle tickets. Penny B and Leanne S to arrange P & C Letter for distribution Mon/Tue of next week regarding Raffle and other P & C News. No guessing comp this year due to lack of help.

- **2nd Hand uniform Shop – Jacqui H**
  Uniform shop has not been operating to its potential. General discussion of ideas to make it work and possible alternatives for parents to have access. Uniform shop will open once fortnightly on Monday afternoons from 2.30-3.00pm. Dates for the remainder of this term
are: 8th March & 22nd March. 2 parent team (Wendy B and Jacqui H) or by appointment. Jacqui H and Penny B to discuss details and set up note in newsletter including contact details for appointments.

- **Merchant Facility through the school – Tracy S**
  Questions were raised regarding the future possibility of the school having the facility to save on cash held in office and easier payment options for parents. The facility offers great discounts incentives. Leonie will investigate.

- **Student Banking – Penny B**
  Is Student Banking still running? Confirmation was given that Student Banking is operation on Tuesday weekly. Leonie to issue reminder in Newsletter regarding details and commissions that school gets for every deposits made via the school banking system.

- **Mothers Day – All**
  Again due to lack of volunteer support and time between meetings agreed to shelve Mothers Day fundraising events for 2010.

**Meeting closed at:**

Any items for Agenda please notify President/Secretary week before the next meeting.

Next Meeting: Wed 21st April 2010 Time: 7pm Venue: Woongarrah Public School – Library