

Golden Bay Primary School P&C

General Meeting

17th of September 2015

Held in the Inclusive Education Classroom next to the Art Room

Meeting Opened: 9.30am

1. **Welcome:** Sharon Davies, Tara Vader, Kristin Spicer, Sheree Francis, Peta Lawrence, Kristy Kable, Tania Styles, Eisha Eaton, Sheila Robinson, Elyse Ananin, Faith Daniell
2. **Apologies:** Kylie Flannery, Rachel Robinson, Marnia Teddy
3. **Confirmation of minutes from 6th of August 2015**
4. **Business Arising: Pie Warmer-** Kristy Kable has details of 3 different second hand pie warmers. One is very large in excellent condition for \$2500, second one is \$2000 and the third is a smaller one for \$650. Using these examples as a base of how much second hand pie warmers are selling for, we are going to continue looking at what is available. If we purchase a second hand pie warmer Adam Kable is available to check that all electrics are in safe working order.

Progress Association Markets- the Progress Association will be holding markets on Sunday the 8th of November. We have been offered to hold a stall, we could use this opportunity to get out into the community, hand out P+C information and maybe hold a raffle. Sharon Davies puts up the motion to attend and Tara Vader seconds. Details to be discussed further at the fund raising meeting held on Monday the 21st of September.

Printing- Quotes received from 3 different suppliers, Drum Print, Westcare and Scott Print, for the printing of Letter heads, Annual Planners, Certificates of Appreciation and Receipt Books. Quotes should not change much except for the small fee of art work design. All agree with going forward with Drum Print as being the best value but getting all new quotes again when further printing is required.

Principal Report- Jacquie reads Principal report on behalf of Peta. Opening with a list of impressive things that have been achieved in the last months, such as the year 6 Study Tour, Art Exhibition, Football and Soccer jumpers and upcoming School Musical just to list a few. Kids have been practicing their word list in their classrooms and the Spelling Bee will be held on Thursday the 24th Of September in the school.

Tara asks Jacquie about a school Christmas Carols/Concert night. Jacquie is going to discuss with Peta and maybe look into if Golden Bay is already holding a similar event and if the school could join in.

President Report- Sharon congratulates all involved in the sports day fund raiser. It was a success raising \$992.00.

P+C logo. The P+C need to come up with its own logo as we can not use the official school logo although we are able to use the same colours. Peta will discuss this further with us. We have come up with two basic designs which we can work the colours into. This will involve an extra one off cost.

Sharon would like to discuss P+C growth, she suggests making up a P+C welcome letter with membership form attached and having these added into the enrollment packs. Sharon would also like to do welcome morning teas every first and third term for new families. Sharon motions and all agree.

Voting in new Executive Members- Sharon Davies nominates Kristy Kable and Tara Vader seconds. Tara Vader nominates Elyse Ananin Sharon Davies seconds. Tara Vader nominates Faith Daniell Sharon Davies seconds. Tara Vader nominates Eisha Eaton and Sharon Davies seconds.

10.15am meeting finishes due to 2 members leaving. Below is general discussion.

5. Correspondence:

- 6. General Business:** Peta has allowed the P+C to set up a computer in the Canteen office and also a safe. Need to get prices for a desk top computer. Bendigo bank have donated \$500 towards computer and office supplies. Sharon has suggested we ask around business, such as Harvey Norman, to see if they would possibly donate one.

We need to have an official letter drafted for donation requests. To be discussed further at fund raising meeting being held on Monday the 21st of September.

Treasurer hands out printed reports from Sausage sizzle, Bank Statement and a Reconciliation Report. Sheree asks that when giving her receipts please make sure they are a tax invoice or an itemized receipt if you need reimbursement.

7. We need to organize a sign in sheet for all volunteers, it is the secretaries job to have a book. We also need a common seal.

Tara reads out the fund raiser report on behalf of Kylie. Thank you to all the people who helped out at the Sports Day Sausage Sizzle and Raffle. Kylie provides information for future fund raising events and seeks approval for the go ahead. Nothing is voted on due to no longer having 10 members present.

- 8. Date of next Meeting:** 19th of October 2015

Meeting close