

**Monthly P&C Meeting – 19 July 2017**

**Agenda**

**Open and Welcome – 19.10. Meeting chaired by Yvonne McLauchlan in absence of President and Vice President.**

**Jason Holmes, Joanne Aubertin, Katherine Larkings, Yvonne McLauchlan, Penny Thomson, Jackie Floro, Samantha Murray.**

**Apologies – Jennifer Lyddiard, Terri Reichman, Ella Wallace**

**Approval of Previous Minutes and Reports**

**Jackie Floro and Penny Thomson**

**Correspondence**

**Bank Statements**

**Executive Summaries**

**President** - Not present

**Vice President** - Not present

**Secretary** - Through Report

**Treasurer** – profit and loss. No MYOP files for 2015. 2 files – one balance sheet. USB was lost. Recreate 2016, 2015 accounts with information at hand. Treasurer should have full access to Critique File. Trying to do best with data dump. Fundraising documents missing. Canteen documents available, fundraising not. Need to keep fundraising records for 20 years. Special Meeting when audit complete.

**Principal** –See report. Question raised - no comments on Year 3 and 4 reports sent home. Jason will review.

**ACT Council Representative** – Not Present.

**Open Action Items**

**Oct 19 #03** Room Parent Concept Update- Penny – email to Kindergarten parents. Printed copy also. 1 email response and 3 paper response. 3 volunteers out of 9 classes. Nada to resend email. FB group up and running. Meeting with kindly teachers, on board. 14 members on FB page. **Action – remain open for review.**

**Nov 16 #02** Branding and goods  
 Yvonne – sent emails this week. **Action – remain open for review.**

**Dec 08 #07** Community Service Award. No volunteers. **Action – Closed.**

**Feb 15 #01** Car Park – ACT police – invite into car park. Temp measures in place. ACT Roads and Capital works taking quotes for permanent measures. Next week Jason and Jackie – impact of light rail. Jason – Leadership team reluctant to help in the car park, P&C Expressed disappointment at the fact this may appear the school is not working in partnership on this issue. **Action – remain open for review.**

**Feb 15 #03** Disco- need to speak to Deb around date. Week 8 – Jackie set date. Free disco. **Action - Closed until review needed.**

**Feb 15 #04** Fair Report – survey finalised – **Closed – no major response from survey needing discussion.**

**Mar 15 #04** Fundraising for next year – Word out for Fair Committee – 2 responses. Jason – happy to support fair. Volunteer ACT? Duke of Edinburgh award. Open for more time to give volunteers. Floriade? Cookie Dough? Photos?Cakes? Christmas Theme? Linked to Jul 19#02. **Action – remain open and Yvonne will review alternative fundraising opportunities to present back.**

**Apr 26 #02** Canteen Quotes for Countertop in. One quote in - Need another one. Fumigators in. Looking at cabinetry.  
**Action – open for review.**

**Jun 21 #03** International Teacher Appreciation Day – 27 October 2017 – staff rooms throughout school. Hamper in each Teacher Appreciation. **Action – open for review.**

**Jun 21#05** Year 6 Celebration – Cenotaph? Installed at school. Jason sought advice from directorate. Yet to hear back.  
**Action – open for review.**

#### New Items

**Jul 21 #01** **Need for Special Meeting – need Vice President and to present Audit – Katherine Larking self nominated for Vice President. Approved by Jackie Floro and Penny Thomson. Special Meeting to be called when Audit ready to be presented.**

**Jul 21 #02** **Cookie fundraiser? See Mar 15 #04**

**Jul 21 #03** **Funds for Website? 191.88 funds. Motion to close website. Approved by Penny Thomson and Yvonne McLauchlan**

#### AOB

**Jul 21 #04** Drop box. Can we pay \$139 per year for increased storage for P&C files. Approved by Yvonne McLauchlan and Penny Thomson. **Action – Closed.**

**Jul 21 #05** P&C donation to school. 5k in books donated. Motion to donate 10k in total? Wait for quotes for cabinetry and audit. **Action - Remains open.**

**Close – 08:20pm.**

**Next Meeting August 16 7pm.**