



Minutes of General Meeting

Date: 14 June 2022
Time: 7:30pm
Location: <https://au01web.zoom.us/j/7819670881>
Chair: Christy Moses
Attendees: Christy Moses, Christie Smyth, Simon Rainbow, Andrew Marshall, Adrienne Bruce, Tony Watson, Catherine Wyles, Bec Galvin, Belinda Jarvis, Melanie Ross, Tamara Lindsay, Suzanne Sutcliffe

Apologies:

Matters arising from previous minutes: None

The minutes of the previous meeting held on 10 May 2022 to be accepted as a true and proper record

Moved: Chrisy Moses

Seconded: Belinda Jarvis

Agenda Items:

Item	Discussion
1. Correspondence	1.1. Correspondence In 1.1.1. 1.2. Correspondence Out 1.2.1.
2. Treasurer	2.1. Report: Simon Rainbow 2.2. Increase in bookkeeping fees, agreed we should accept increase instead of look at new provider. 2.3. Election fund raiser went well \$1,600 raised, sales vs expenses lead to small profit 2.4. No major changes on treasury side of things 2.5. Square terminal now available, send test transaction through uniform shop to check all works. Andrew to put procedure together for use

<p>3. Events</p>	<p>3.1. Report: Belinda Jarvis 3.2. Major fundraiser going well, sponsors and auction items book organised. Encourage parents to book and pay tables. Any helpers would be appreciated to contact local businesses for donations. Volunteers needed to put payments through for auction items at the end of the night. This must be done at the end of the night to ensure payment. Budget being prepared for night, Belinda send estimate to Simon. Fund raising for library upgrade. Explore using an application for the silent auction. Tamara to have a look and send to Belinda. 3.3. Sing up genius to go out earlier to just gauge level of support we may get for volunteers before school holidays 3.4. Class parents progress organising class gifts - P & C attendees to check in with relevant parents</p>
<p>4. Canteen</p>	<p>4.1. Report: Christy Moses 4.2. Small price increases inline with inflation 4.3. New items approved by SRC 4.4. Around the world theme and specials – leave it to the SRC to approve suggest 4.5. Volunteering is still strong 4.6. Agreed to trial extra day in canteen. Term 3. newsletter from now</p>
<p>5. Uniform Shop</p>	<p>5.1. Report: Melanie Ross Everything is good in uniform shop New volunteers have been working well Need help making sticker sheets – tamara looking at if a Dymo printer integrates with Munch Monitor</p>
<p>6. Music</p>	<p>6.1. Report: Kelly Bilton 6.2 Election Sausage Sizzle Total raised was \$676.20. Approximately \$100 of that was money raised by busking students. Only a few students busked on the day but voters were very generous. Sales of sausages were impacted by location of the stall along with the wet weather on the day.</p> <p>Thank you to:</p> <ul style="list-style-type: none"> • Adrienne for allowing us to run the event and use the school's resources. • Catherine Wyles for her assistance with setting up and packing up on the day. • Danielle Burns in the office for her assistance in getting everything organised beforehand. • Cori for loaning us some canteen items to use on the day. • Melanie Ross for organising the loan of the EFTPOS machine from the uniform shop. • Louise Eckersley and Bec Galvin for helping to organise and prepare for the event. • Christy Moses for helping with communication with and assistance from P&C committee members. • Volunteers on the day for giving up their precious weekend time to help us.

	<p>We still have approximately 200 sausages and about 70(?) bottles of water left. We'd like to offer the sausages to the canteen for a sausage sizzle special if they would like them, and are hoping to supply the water for Music Camp.</p> <p>6.3 Music Camp Notes have been sent out for music camp, along with requests for volunteers transporting equipment and for assistance on the day. As of Friday we had 18 students enrolled, will require 30 to go ahead at the current cost of \$150 per child.</p> <p>6.4 Tender Process for 2023 Will follow a similar process to St Ives Park. Don't believe a full, formal tender process is required. We will summarise our requirements in an email and send the invitation to different music programs inviting them to respond. Current timeline is to send this at beginning of Term 3, and to close out within the term so Term 4 we can communicate with families. The goal of the tender process will be to identify a music program provider that we can outsource the program to, minimising tasks for the school and parent volunteers.</p> <p>6.5 Volunteers for Thursday Mornings We have confirmed with the school that from Term 3 onwards, we will provide volunteers from 7:30am to 8am, which is when staff are present on school grounds. This is to ensure there is supervision for music students should the conductors need to deal with student illness etc.</p> <p>6.6 Music Room Upgrade Adrienne has shared the news that the band room is receiving a much needed upgrade over the school holidays. The music committee will work with Adrienne and Syncopate to determine what help is needed to move equipment out of the music room in preparation.</p> <p>Current funding position Funds Received - \$42,309.90 Funds Consumed - \$26,062.09 Balance of \$16,247 as at 14th June.</p>
7. Principal	7.1. Report: Adrienne Bruce
4.7. Assistant Principles	8.1. Assistant Principals
9. General Business	9.1 N/A
10. Close	Next Meeting – Tuesday 9 August 2022