

Melville Primary School P&C Assoc Inc.	Committee Meeting Minutes Wednesday 8th February 2017
Item	Notes
1. Meeting opened	7.30pm
2. Present / Apologies	<p>Present: Cath Oates (Chair), Cherie Pirnie, Carolyn Taylor, Kristy Binns, Rebecca Sheldon, Betty McNeill, Gayle Passmore, Liana Wieland, Hannah Penney, Kristy Izzillo, Dayle Allen, Sascha Johnston, Sarah Frost, Jo Webb, Darrin Richards, Fiona Findlay, Ros Lumley, Nicole Gray, Joanne Kruszelnicki, Lachelle Vandersteen, Terena Boniwell.</p> <p>Apologies: Scott Pollock, Liz Tropicano, Joanne Langdon, Christine Ross-Davies, Helen Moore, Trish Phillips, Kylee Larson, Tamara Cook, Danelle Cross, Tash Paton, Lynda Osborne, Annette Henson, Tenielle Stone, Belinda Coughlan, Tanya West, Emma Charlton</p>
3. Minutes from previous meeting	<p>Motion: <i>“That the minutes of the previous Melville Primary School P&C meeting be accepted.”</i> Moved: Rebecca Sheldon Seconded: Lachelle Vandersteen Motion Carried</p>
4. New P&C Memberships	Membership forms are distributed to new members and are signed off at the meeting.
5. Business Arising	<p>a) Harmony Day</p> <ul style="list-style-type: none"> • Combined with Twilight Picnic – 10 March • Have food trucks on oval – zero cost • Will pay fee to school and possibly a % of sales • Entertainment / bouncy castle, etc • Cultural groups • Not being advertised to wider community – look at creating Facebook invite. • Once confirmed, details will be sent out to parents • Proceeds raised go toward replacement of resources damaged in fire.
6. Correspondence	<ul style="list-style-type: none"> • As tabled by Cherie Pirnie <p>Motion: <i>“That the correspondence be accepted”.</i> Moved: Gayle Passmore Seconded: Nicole Gray Motion Carried</p>
7. Reports	<p>Treasurer:</p> <ul style="list-style-type: none"> • Financials & report as tabled.

Uniform Shop:

- Financials as Tabled
- Shirts out of stock and on backorder
- Leaver shirts order sent out
- Volunteers desperately required
- Looking at setting up “Our online canteen” for uniform

Canteen:

- Financials as Tabled
- Liana Wieland – new assistant
- Organizing storage, streamlining procedures, meeting with suppliers, how to sheets for volunteers
- Term roster has been sent out with current volunteers
- Need new volunteers
- Combo day to be confirmed

Social/Fundraising:

- Discussions re possible upcoming events

Veggie Patch:

- Nothing to report – waiting for ministry to be announced

Fathering Project:

- Meeting booked for 09/02 to plan
- Most camps booked in and deposits paid

School Board:

Meeting scheduled for week 5 – 27th March

Principal:

- 678 enrolments – 60 kindy’s
- Staff returning / new:
 - Trish Ratto
 - Adrian Eaton
 - Jo Lutey
 - 3 x new EA’s
- Parent info night on Wed 15th – from 7pm, one night only, hoping for both parents to attend.
- Suggest that parents with multiples go to year 6, or concerns, new parents go to younger ones. Not a time to talk about your child to their teacher.
- Not for children please.
- Parking – appreciate parents are being good about McKnight PI, trades will be increasing over the next few weeks.
- Healthy Eating
- New website to be launched in next couple of weeks.

Motion: *“That all reports be accepted”*

Moved: Gayle Passmore

Seconded: Terena Boniwell

Motion Carried

8. New and General Business	<p>a) Website Funding</p> <ul style="list-style-type: none"> • Website set to go live in next couple of weeks • P & C pages will be a forum for communication <p>b) Fundraising Opportunities</p> <ul style="list-style-type: none"> • Opportunities mentioned per social/fundraising report • Desperately need a fundraising coordinator(s) • Any contribution is welcome – including grandparents, etc <p>c) Committee Recruitment</p> <ul style="list-style-type: none"> • President and Secretary positions to be vacated <p>d) Big Book Stand - Kindy</p> <ul style="list-style-type: none"> • Request submitted to approve purchase of a Big Book Stand for Kindy area <p>Motion: <i>“That the P&C approve the purchase of a big book storage unit to the value of \$250”</i> <i>Moved: Gayle Passmore</i> <i>Seconded: Nicole Gray</i> Motion Carried</p> <p>e) Donations</p> <ul style="list-style-type: none"> • Donation noted from: <ul style="list-style-type: none"> ○ Turner children - \$20 from the sale of home made dream catcher ○ \$200 from various students selling cupcakes / bracelets.
9. Next Meeting:	Wednesday 8th March
10. Meeting closed	
11. Signed by the Chairperson and Secretary	<p style="text-align: center;">_____</p> <p>Chairperson Secretary</p>

Any items of New/General business must be submitted in writing to the Secretary 7 days prior to the General Meetings for inclusion in the final agenda. Items received after this date will be at the discretion of the Chairperson.