

Melville Primary School P&C Assoc Inc.	Committee Meeting Minutes Wednesday 7th June 2017
Item	Notes
1. Meeting opened	7.32pm
2. Present / Apologies	<p>Present: Jo Webb (Chair), Tracy Kim, Amy Conti, Kristy Binns, Rebecca Sheldon, Geoff Britton, Linda Riemann, Betty McNeil (Principal), Kristy Izzillo, Ros Lumley, Helen Moore, Kym Matthews, Kylie Pearson, Tammee Lynn, Cherie Pirnie, Cath Oates, Hannah Penney</p> <p>Apologies: Tania Depiazz, Sue Morgan, Sally Filmer, Darrin Richards</p>
3. New P&C Memberships	Membership forms are distributed to new members and are signed off at the meeting.
4. Minutes from previous meeting	<p>Motion: <i>“That the minutes of the previous Melville Primary School P&C meeting held on 6th May be accepted.”</i></p> <p><i>Moved: Jo Webb</i> <i>Seconded: Ros Lumley</i> Motion Carried</p>
5. Correspondence	<ul style="list-style-type: none"> • As tabled by Tracy Kim <p>Motion: <i>“That the correspondence be accepted”.</i></p> <p><i>Moved: Jo Webb</i> <i>Seconded: Ros Lumley</i> Motion Carried</p>
6. Reports	<p>Treasurer:</p> <ul style="list-style-type: none"> • Financials & Report as tabled • Audit report has been finalised <p>Uniform Shop:</p> <ul style="list-style-type: none"> • Financials as tabled • Shop is fully stocked for winter <p>Canteen:</p> <ul style="list-style-type: none"> • Financials & Report as Tabled • Approximately 100 Combo Day orders have been received. Hoping to receive more than 200 orders. <p>Social/Fundraising</p> <ul style="list-style-type: none"> • The Entertainment Book Update was tabled. <p>Veggie Patch:</p> <ul style="list-style-type: none"> • Financials as tabled • Potatoes have now sprouted. • Three kindy groups have planted herbs. • Tours of the Patch and worm farm have been conducted. • There will be a kindy stall on Wednesday 14 June 2017. <p>Fathering Project:</p> <ul style="list-style-type: none"> • Report as Tabled

	<p>School Board Meeting:</p> <ul style="list-style-type: none"> No report. Board has not convened since previous P&C meeting. <p>Principal's Report (verbal)</p> <ul style="list-style-type: none"> Re-opening of the Junior Block - thank you to all who helped getting the Year 2 classes back into their rooms and providing all the fruit etc for the celebration. The purchase of replacement resources and furniture is happening slowly and there will be a call for volunteers to help clean and sort maths equipment and the like once the teachers have finished writing reports School Disco- thanks to all who contributed to the evening. Kids Matter – has been introduced to the staff at last Friday's PL day. Some great ideas beginning to come to fruition to create mindfulness within ourselves, children and the wider community. Fitness Testing – commences next week. Glenn is looking for a group of parents to assist with the testing. School Board Meeting – the next meeting is a public one to be held on Monday 19th June at 7:30pm in the staffroom. <p>Motion: <i>"That all reports be accepted"</i> Moved: Jo Webb Seconded: Rebecca Sheldon Motion Carried</p>
<p>7. New and General Business</p>	<p>a) Uniform Shop Appointment Welcome to Linda Reimann who commenced in the uniform shop two weeks ago. Tammee Lynn was thanked again for her work over the past three years.</p> <p>b) Fundraising targets (home readers, library items, IT/Stem proposal). The P&C Digital Technologies (STEM/CODING/ICT) Funding Submission prepared by Mr Del Casale was tabled and discussed at length.</p> <p>Motion: <i>"That the P&C approve to assist with the purchase of a class set of Spheros for the amount of \$2,850.00".</i> Moved: Jo Webb Seconded: Rebecca Sheldon Motioned Carried</p> <p>Motion: <i>"That the P&C approve the purchase of 13 iPads (32GB) for the amount of \$5,476.90".</i> Moved: Jo Webb Seconded: Cath Oates Motioned Carried</p> <p>The Chairperson tabled the Items for Fundraising Spend in 2017 report.</p>

The various items on the list for the library were discussed.

Motion: "That the P&C approve the purchase of a story chair for the amount of \$950.00".

Moved: Jo Webb

Seconded: Rebecca Sheldon

Motioned Carried

Motion: "That the P&C assist with the purchase of a couch for the amount of \$2,600.00".

Moved: Jo Webb

Seconded: Cath Oates

Motioned Carried

Due to the loss of home readers in the junior block fire, the replacement of the readers was discussed.

Motion: "That the P&C approve the funding for the purchase of home readers up to the amount of \$1,000.00".

Moved: Jo Webb

Seconded: Ros Lumley

Motioned Carried

c) Uniform shop card payments

The monthly cost, handling fees and exit fees of the 'Albert' device were discussed.

Motion: "That the P&C approve the ordering of the 'Albert' device to enable card payments at the uniform shop and further approve the minimum \$60 per month cost associated with the device".

Moved: Jo Webb

Seconded: Rebecca Sheldon

Motioned Carried

d) Social/Fundraising Events

Kristy Izzillo gave a review of the disco. Total profit for the evening was \$3,236.75 with 523 students in attendance. It was a safe event with no major issues.

Special thanks were given to the many people that volunteered on the evening, an overwhelming response was received.

Templates of checklists, run sheets and communication have been formulated for future use. Opportunities have been highlighted for improvement and will be submitted to the P&C for review. The main area would be moving to an online ticketing system (Eventbrite)

The issue of lolly bags was raised. Complaints had been received. There is a preference to not have lolly bags should there be another disco this year.

The Chairperson thanked the entire disco team and volunteers for their fantastic efforts.

