Mooloolah State School P & C Committee Meeting Minutes
General Meeting      Date: 19 March 2014      Time: 7:20 PM

Meeting called by: P&C 2013 President - Sally Gassner
Type of meeting Monthly General Meeting for Mooloolah State School P&C Association
Chair Person P & C President - Ty Douglas
Note taker Kylie Gillespie
Attendees Lisa West, Belinda Mewes, Jaclyn Lewis, Michelle Lencz, Jenny Wilson, Corinne Aveline, Ty Douglas, Jess Parry, Michele Brown, Sally Gassner, Vanessa Hayman, Kylie Gillespie, Selina Stewart
Apologies Rachael Muller, June Lewis, Shona Hume

Minutes of previous general meeting
Lisa moved that they be accepted. Ty second. All carried.

Business Arising
BUBBLERS: Final quote came in at $4000. Cheaper by $2000 & $4000! Stated that prior quotes were including unnecessary work. Plan for Michele to follow up with Tim (School Facilities Officer) & then Tim will speak with Ty. Belinda will present the 3 quotes for final decision making process.

    Action Arising: Accept a quote and proceed with the work for the bubblers.

Coffee Morning: on March 7 went ahead and was well received.

Correspondence
- Glasshouse country advertising offer.
- Colin Perryman offer to act as auditor Lisa will follow up as before mentioned.
- Correspondence from a team to help P&C training for fundraising team building.

    Action Arising: Follow-up on Colin Perryman

Principal's Report
Reported & accepted at AGM - Internal audit conducted in school over last couple of days. Received a sound rating. Michele advises that a sound rating can be considered quite acceptable.

Treasurer's Report
- Balance of $16062.95 at end of Feb. Good position at this time of year. Term deposit is at $10941.22 interest credited as it rolls over. Reinvested itself in Feb & will go again in April.
- Vanessa moved that term deposit rolls over again. Sally seconded.
- Vanessa asked for approved payment of auditor’s bill of $660. Vanessa moved. Sally seconded.
- Vanessa moved that she as Treasurer is able to pay the usual bills of uniform shop & tuckshop and then report at the meetings. Sally seconded. All carried.
- Vanessa also said that Leanne Lynch is happy to continue to assist with records. Vanessa moved that the P&C allow this to continue. Ty seconded. All carried.
- Report accepted.
Chaplaincy Report

- $2196.46 balance at Feb 28. Invoice generated for $5000 donation agreed by P&C and posted to Scripture Union QLD (SU), & Vanessa is waiting for that to reach SU & for their response.
- Vanessa moved that her report be accepted. Ty seconded.
- Corrinne Aveline asked about the chaplaincy program in the school. Lisa read the information from the MSS website. Vanessa spoke about the relationship between SU, MSS & the Chaplain regarding wages, schedules and qualifications. P&C meeting August 21 2013 minutes has all this information & is available on the school website.
- Next Chaplaincy committee meeting March 28.

Uniform Report

- $1156 banked.
- Proposed $15 for cost of shorts. A motion moved by Ty to accept this.
- Query about long sleeve shirt manufacturing.

   **Action Arising:** Long Sleeve shirt manufacturing query

Fundraising Report

- $268 raised at Mitre 10 BBQ this week. Next BBQ at the hardware on 29 March starting at 7am a roster will go up.
- Fun Run $1189.35 banked less $200 for float & more money coming in yet.
- Ty moved the report be accepted, Belinda seconded.

Tuckshop Report

- On attending Tuckshop the freezer was found to be off and all food had defrosted - a total of $425 food lost, insurance excess is around $300 - $400. Decision made to wear the cost and not proceed with an insurance claim.
- Helpers still needed for tuckshop.
- Report accepted.
- It was asked whether tuckshop should continue. Discussed briefly and suggested to put on the agenda for next months' meeting.

   **Action Arising:** Tuckshop viability to be put on next meeting's agenda.
OHSC Report

- Active after school care program will be dance & tennis next term.
- Grants to be submitted for funding for extension of fenced area.
- Meet & Greet BBQ planned for past & present. Playgroup will be invited to attend.
- Logo for building discussed.
- Rear door damage was assessed. Belinda was querying if Qbuild was to fix this or if she was to follow through.
- Holiday Schedule passed around for approval. Lisa moved, Sally seconded.

**Action Arising:**
- Meet & greet BBQ plan;
- Logo for building;
- Rear door repair.

General Business

**Constitution**

Same as every other school, with name changed.

It was asked if there was anything to be queried. Corinne mentioned that you cannot vote by proxy according to the constitution. This was discussed. Michele Brown will look into whether the constitution is amendable for section 18.4. Jacqueline suggested that following Michele's inquiry, a special meeting be called if indicated.

**Action Arising:** Michele to find out if voting by proxy can be changed in the constitution for proxy voting to be allowed.

Meeting closed 8.20pm.

Next meeting May 21. No meeting in April due to the holidays.

**Summary of Action Items**

<table>
<thead>
<tr>
<th>Item</th>
<th>Responsible Parties</th>
<th>Due By</th>
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<tbody>
<tr>
<td>Accept a quote and proceed with the work for the bubblerers.</td>
<td>Michele, Tim Finnigan &amp; Ty</td>
<td>21/5/2014</td>
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<tr>
<td>Colin Perriman, Auditor follow up on cost of Audit.</td>
<td>Lisa</td>
<td>21/5/2014</td>
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<td>Long sleeve shirt manufacturing query</td>
<td>Rachael</td>
<td>21/5/2014</td>
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<tr>
<td>Make an agenda item for next month's meeting to discuss Tuckshop viability</td>
<td>Ty - add to agenda June - prepare viability information</td>
<td>21/5/2014</td>
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<tr>
<td>Meet &amp; Greet BBQ planning; Logo for building; &amp; Rear door repair</td>
<td>OHSC staff</td>
<td>21/5/2014</td>
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<tr>
<td>Michele to find out if voting by proxy can be changed in the constitution.</td>
<td>Michele Brown</td>
<td>21/5/2014</td>
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