

Meeting Minutes

Theodore Primary P&C Association

Date: Wednesday 22 March 2017

Attendees: Liset, Michelle, Annalisa, Tracey (board), Nicola, Rhonda, Pippa, Ali, Frances

Apologies: Sarah, Jemima, Vanessa, Wendy, Linda

Meeting Opened: 6.40pm

Chair: Liset

1. Minutes from meeting February 27 2017

Passed with minor changes

2. Action Items for Term One

1. *Prepare and submit Annual Return* - not completed, pending signatories
2. *Change signatories on P&C accounts if required*
Debit card needs to be changed (Annalisa and Nicola) - to be completed
3. *2017 Year Book* - Tracey to follow up
4. *Booking of school photographs* - Annalisa to forward details
5. *Parent Hub* - Nearing completion
6. *Committee Facebook Page* - nothing happened at this stage

3. Principal's Report

See attachment A

4. President's Report

See attachment B

5. Treasurer's Report

- Three out of four accounts balanced pending cheques that are yet to be entered and reconciled

6. Sub-Committee's

- Fundraising
 - Discussion over the possible purchase some new BBQ equipment. Check current equipment before authorising purchase.
 - Mother's Day - stall proposed for Friday 12th May
 - Approval for \$50 voucher for Doreen's retirement.
Moved: Liset Secoded: Pippa
 - Approval for \$500 mother's day stall gifts
Moved: Annalisa Secoded: Nicola
 - Cross country on May 9 term 2, instead sausage sizzle special canteen day. Approval of \$500 to run canteen. Includes Icy poles, Sipahh Straw, juice boxes and muffins
Moved: Michelle Secoded: Frances
 - Disco date is the 26 May
 - Approval for \$500 for icecream stock
Moved: Ali Secoded: Pippa

- Pre-School (Attachment C)
 - Entertainment books to go out at end of term
 - request for Bunnings bbq
 - Walkathon possibly next term
 - Term 3 mini-fete
 - New uniform orders for term 4
 - Possibly picture on a plate
 - Jemima to be new fundraising co-ordinator
 - \$500 approved for working bee, date to be confirmed

7. School Board Report

Meet 22nd March, small meeting - see Principal's report Attachment A

8. Mini Fete Update

See pre-school notes - Attachment C

9. Other Reports

- Canteen Coordinator
 - Tracey meeting with lady from YMCA next Tuesday. Possible trial for schools that don't have canteen and healthy options.
 - If canteen can't be organised P&C continue with every second Friday.
- High School Liaison
 - Frances meeting with Bruce and transition coordinator Steve McKellar. Week one term 2 'try high school for a day'
 - Confirm when their open night is - action Frances
 - Canteen - Communities@Work not working for outside of Isabella Child care
- Student Banking - nothing discussed
- P&C Council Uniform Liaison - Nothing discussed

10. Other Business

1. Possibility of investment into a Therapy Swing - do be discussed in more detail next meeting
2. More clarification around ILP meetings required in future

11. Out of Sessions

None

14. Next Meeting

May 10

Meeting Closed 7.30