General Meeting Minutes
of the General Meeting of Surat State School P&C Association

Date: 3rd December 2013  Venue: Library  Chair: Meeting opened at: 3.17pm

Attendance: Chris Packer, Julie Schutt, Justin Washington, Peter Gear, Kylie Washington, Tanya Thompson, Sania Bradford, Kelly McMillan, Alice Johnstone, Chrissy Chandler, Helen Price

Guests: Nil

Apologies: Bre Ziesemer, Tash Kuth, Kathy Ellem, Sally Broadhead, Libby McLean, Stephanie Breen

Julie moved and Peter seconded that the apologies be accepted.

Minutes:
Minutes of last meeting:
Julie moved and Kylie seconded that the minutes of the last meeting held on 4th November 2013 be carried as printed. Carried.

Business arising from the minutes:
Road Crossing - no news yet - to be followed up.
Caring for Our Communities Grant ($5,000) - the application has been submitted to purchase a new fridge and microwave.
Prep Open Day - well attended.
Goal Posts - a new date will be set to install prior to the season commencing.

Correspondence:

<table>
<thead>
<tr>
<th>Date</th>
<th>From</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inward —</td>
<td></td>
<td></td>
</tr>
<tr>
<td>06/11/13</td>
<td>Surat State School</td>
<td>Letter re: contribution to awards at Celebration Night</td>
</tr>
<tr>
<td>03/12/13</td>
<td>Josh &amp; Sally Broadhead</td>
<td>Letter of Thanks</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Date</th>
<th>To</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outward —</td>
<td></td>
<td></td>
</tr>
<tr>
<td>02/12/13</td>
<td>Westridge Fruit &amp; Vegetables</td>
<td>Letter of Thanks for Donation</td>
</tr>
<tr>
<td>02/12/13</td>
<td>Anna Ferrier</td>
<td>Letter of Thanks for Donation</td>
</tr>
<tr>
<td>02/12/13</td>
<td>ACNC</td>
<td>Faxed - Form 4A - Requesting Change of Accounting Period</td>
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</tbody>
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Julie moved and Kelly seconded that the inwards correspondence be received and the outwards adopted. Carried.

Business arising from the correspondence:

Nil

Executive Actions:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Scholastic Book Fair</td>
<td>$957.50</td>
</tr>
<tr>
<td>Surat State School</td>
<td>$500.00 (awards)</td>
</tr>
<tr>
<td>Float</td>
<td>$470.00 (market breakfast)</td>
</tr>
<tr>
<td>Madison Smith</td>
<td>$50.00 (school award - school to reimburse)</td>
</tr>
<tr>
<td>Scholastic</td>
<td>$544.00 (november book club)</td>
</tr>
</tbody>
</table>

Treasurer’s report:
30th November 2013 account balance is $10437.72CR. (Detailed Report Attached)
Accounts for Payment

Wagon Wheel $  
Royal Hotel - lucky tickets $589.00 (Oct) + $401.00 (Nov)  
LW Reid $1027.06

Alice moved and Tanya seconded that the financial statements as distributed be received and the accounts for payment be ratified. Carried.

Reports:

1. Principal's Report:

- Minor Works - A/C tenders for Yr 7 have been called and will close Wednesday 4 December. Anticipate work to be completed over summer holiday period.
- Advancing Our School Maintenance Initiative - Will commence this week with Preston Construction & Co. Work to be completed includes:
  - Electrical switchboard increase capacity in B Block
  - Concrete path improvement at Prep entrance
  - Replace flyscreens at Prep Building
  - Concrete work to A Block areas that are severely cracked
  - Vinyl floor covering to rooms in A Block and Manual Arts
  - External repaint of Manual Arts Block
  - Internal repaint of Prep room
- Reports & Booklist for 2014 - Reports & Prospectus will be sent home on Thursday 12 December. If booklists are required sooner, please request from the office on Friday 6 December.
- Student Resource Scheme - For Yr 7 - 10 students only. Parents have option to allow school to receive $115 per 8 - 10 student. Scheme would cover costs associated with use of materials in Industrial Design Technology and Home Economics. These subjects have a combined running cost of $1600 per year and include students taking projects made at school home. To participate in the scheme each student fee would be $35 with the school making up the difference.
- Finance - Budget Overview Report and Balance Sheet Summary Report is provided for P&C records and information.
- Thank you for your ongoing support.

2. Music Report:

Students, in Yr 4 and up in 2014, will be given the opportunity to trial instruments as part of a recruiting process for Band, tomorrow.

3. Uniform Report:

Shirts still to arrive. Delivery should be before the end of the school year.

4. Tuckshop Report:

Last tuckshop for the year tomorrow. There will be extra orders with students from a visiting school also ordering.

5. Football/Netball Report:

Nil

6. QCPCA Report:
General Business:

- **Race Club Luncheon** - a donation of $2427.61 has been received.
- **Market Breakfast** - a good profit made over the two breakfasts.
- **Celebration Night** - suggestion made to perhaps change the format of the night, with Awards being given out first and then performances to follow. The general consensus at the meeting was that it was worthwhile to try new ideas out and see how it works.
- **Rodeo** - prospect of running a canteen at the Rodeo on February 15th. Those at the meeting were in favour of the opportunity if it arises.
- **Roma Historic Motor Club** - we will be catering for this group on Easter Sunday.
- **Battery Muster** - the price has dropped significantly according to the London Markets. It was decided to hold the batteries over until early next year in the hope of a better price.
- **Sunday Carols** - the P&C will provide the venue at the Surat State School, being for Carols (held under the P&C name at the school)

**New Motions:**

Peter Gear moved and Tanya Thompson seconded that the Student Resource Scheme for Yrs 7-10 Students is $35.00. Carried.

Chris Packer moved and Alice Johnstone seconded that the P&C contribute a further $7000 to cover the costs of replacing air-conditioners in the Year 7 room. Carried.

**New Members:**

Nil

**Next meeting:** February 2013

**Meeting closed at:** 4.27pm

Minutes endorsed as true and correct .././..... President’s signature: ......................................