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

Date: 17th June 2014   Venue: Library   Chair: Meeting opened at: 3.20pm

Attendance: Julie Schutt, Justin Washington, Sania Bradford, Alice Johnstone, Megan Coveney, Tanya Thompson, Helen Price, Chrissy Chandler, Kylie Washington, Kelly McMillan

Guests: Nil

Apologies: Libby Blackmore, Kathy Murray, Sally Broadhead, Bre Ziesemer, Libby McLean, Deanna Freeman, Chris Packer

Julie moved and Kylie seconded that the apologies be accepted.

Minutes:
Minutes of last meeting:
Julie moved and Chrissy seconded that the minutes of the last meeting held on 20th May 2014 be carried as printed. Carried.

Business arising from the minutes:

**Brick Paver Project** - we have had orders for 34 single pavers and 2 x $150, 2 x $250 and 2 x $350 sponsors. There are still a few more to come in. By the next meeting we should know the amount raised for use on the project and have some project designs and estimated costs available.

**August Markets (Cake Stall)** - at this stage the Kindy is still able to hold the cake stall at the next markets.

**Wagon Wheel Account** - concerns were raised about the miscellaneous items shown on the docket/invoices received for payment. General discussion held in General Business.

Correspondence:

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<thead>
<tr>
<th>Date</th>
<th>From</th>
<th>Summary</th>
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<tbody>
<tr>
<td>Inward —</td>
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<tr>
<td>30/05/14</td>
<td>Connecting Up</td>
<td>Material re: IT</td>
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<tr>
<td>06/06/14</td>
<td>Smart Fundraisers</td>
<td>Fathers Day Catalogue</td>
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<tr>
<td>06/06/14</td>
<td>Unisite</td>
<td>Street/Park Furniture Brochure</td>
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<tr>
<td>09/06/14</td>
<td>Australian Fundraising Specialists</td>
<td>March Fundraising Catalogue</td>
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<tr>
<td>13/06/14</td>
<td>Maps Fundraising</td>
<td>Fathers Day Catalogue</td>
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<td>13/06/14</td>
<td>ACNC</td>
<td>Reminder AIS</td>
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<td>13/06/14</td>
<td>Light Up My Life</td>
<td>Product Brochure</td>
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<tr>
<th>Date</th>
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<td>Outward —</td>
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Nil

Julie moved and Alice seconded that the inwards correspondence be received and the outwards adopted. Carried.

Business arising from the correspondence:

Nil

Executive Actions:

Scholastic Australia $238.00
Treasurer’s report:
31st May 2014 account balance is $17,140.08CR. (Detailed Report Attached)

Accounts for Payment

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Western Wholesalers</td>
<td>$139.40</td>
</tr>
<tr>
<td>Sania Bradford</td>
<td>$26.05</td>
</tr>
</tbody>
</table>

Alice moved and Kylie seconded that the accounts for payment be accepted. Carried.

Additional Information: Surat Butchery 2 x invoices $545.42, Royal Hotel Lucky Tickets $42.00, Wagon Wheel Cafe $1876.89. These three invoices are to be investigated further before payment to proceed. An invoice to go to Maranoa Regional Council for catering of the “Old Fella” Concert. Home Games Canteen profited approximately $500.

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

Reports:

1. Principal’s Report:
   1. Air-conditioning project for remainder of Secondary block almost complete.
   2. Installing additional Air-conditioners to library with remaining funds from grant and some P&C funds.
   3. Maintenance program is almost complete.
   4. Asbestos removal from auditorium to take place over June / July holidays.
   5. SWPBS second round of training was completed at Teelba on Wednesday 11 June.
   6. Breakfast Club will commence on Tuesday Week 1 Term 3.
   7. Athletics Carnival Friday 1 August.
   8. Under 8’s Day here on Friday 27 June.
   9. School Facebook page is up and running.
   10. School Sport – Netball contact: Peter Macbeth Rugby League: Libby Mclean all communication should go through these teachers.
   11. No Winter Music this year.
   12. Possibility of add a tie for Senior (Yr 10) boys and school blazer for school leaders for special occasions.
14. Thank you for your ongoing support.

2. **Music Report:**

   Nil
   (see Principal's Report)

3. **Uniform Report:**

   Nil

4. **Tuckshop Report:**

   Nil

5. **Football/Netball Report:**

   All went well with the Home Games. It was noted that it would be great idea to incorporate home games with the local Red Bulls game in future years.

7. **QCPCA Report:**

   Nil

**General Business:**

**Wagon Wheel** - A general discussion held on invoices/statements that have been received. There are currently miscellaneous items showing. It was decided to source prices from different companies so a comparison could be made. Tanya has kindly offered to undertake this. The current system and invoices to be investigated further.

**Battery Muster** - Maranoa Regional Council has contacted us. They have 7 pallets of batteries for us to be collected. Sania to speak to Chris to obtain more details about transport and packing so this can be organised.

**Pie Drive** - It was decided to start this fundraiser off at the start of Term 3 while it was still cool. Tanya has kindly offered to organise this fundraiser.

**Athletics Carnival** - A general discussion held on catering for this event. It was decided to run a sausage sizzle (with onion and coleslaw) for a specific period of time, rather than running a canteen for the whole day. Soup was also suggested as an option with the addition of homebaking, tea, coffee and drinks. Kylie and Tanya offered to co-ordinate this fundraiser, although it was also suggested to advertise in the newsletter for a co-ordinator first. It was thought that it would be a good idea to advertising the menu option to school families and other visiting schools prior to the event.

**New Motions:**

Nil

**New Members:**

Nil

**Next meeting:** General Meeting - Tuesday, 22 July 2014 at 3.15pm

**Meeting closed at:** 4.35pm
Minutes endorsed as true and correct ../.../..... President’s signature: ......................................