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

Date: 22nd July 2014  
Venue: Library  
Chair: Meeting opened at: 3.20pm

Attendance: Julie Schott, Justin Washington, Sania Bradford, Alice Johnstone, Megan Coveney, Tanya Thompson, Helen Price, Kylie Washington, Kathy Murray, Bre Ziesemer, Chris Packer

Guests: Nil

Apologies: Karita Ferrier, Chrissy Chandler, Sally Broadhead, Deanna Freeman

Julie moved and Kylie seconded that the apologies be accepted.

Minutes:
Minutes of last meeting:
Julie moved and Tanya seconded that the minutes of the last meeting held on 17th June 2014 be carried as printed. Carried.

Business arising from the minutes:

Uniforms - Yr 10/School Leaders - Chrissy advised that blazers are not available from our usual uniform supplier LWR. It was suggested to try sourcing blazers and ties through Hannas in Toowoomba. To be followed up. It was thought to leave the idea of a senior hat at this stage.

Wagon Wheel Account - the miscellaneous items on the previous invoices have been clarified and a new system has been organised. Invoices for tuckshop items and other catering events will be kept separate. All invoices will be printed out and given directly to Deanna.

Athletics Carnival - A general discussion was held and it was agreed to open the canteen for a specific lunch break only - most likely 1 hour - to fit in with the program of events. The canteen will include a bbq lunch (burgers, sausage on bread) and drinks. It was suggested to advise this decision to the school community and visiting schools and students, so that they are aware to also bring along a lunchbox with fruit and morning tea.

August Markets - the Kindy is no longer holding a cake stall. The cake stall has been offered to the Hospital Auxiliary. We have been offered to cater for the breakfast. It was agreed to decline the offer of catering for the breakfast.

Correspondence:

<table>
<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>19/06/14</td>
<td>Dpt Communities</td>
<td>Email notification of unsuccessful grant application</td>
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<td>14/07/14</td>
<td>Maranoa Regional Council</td>
<td>Letter confirming sponsorship for Brick Project</td>
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<td>16/07/14</td>
<td>Qld Government</td>
<td>Letter &amp; flyers re: Anzac Centenary</td>
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<td>18/07/14</td>
<td>Country School Photos</td>
<td>2015 School Photo Packages</td>
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<td>18/07/14</td>
<td>Howard Hobbs MP</td>
<td>Letter &amp; Forms re: The Queensland Plan - Education Accord</td>
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<td>18/07/14</td>
<td>Modern Teaching Aids</td>
<td>Toy Catalogue Fundraising Brochure</td>
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<td>21/07/14</td>
<td>Coca-Cola Amatil</td>
<td>Letter &amp; Brochure re: beverages for event/canteens</td>
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<tr>
<td>Date</td>
<td>To</td>
<td>Summary</td>
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<tr>
<td>Outward —</td>
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<tr>
<td>26/06/14</td>
<td>Australian Charities &amp;</td>
<td>2013 Annual Information Statement</td>
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<td></td>
<td>Not-for-Profits Commission</td>
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Julie moved and Chris seconded that the inwards correspondence be received and the outwards adopted. Carried.

**Business arising from the correspondence:**

Nil

**Executive Actions:**

Design a Brick Pty Ltd $2237.25

**Treasurer’s report:**

30 June 2014 account balance is $21,816.99CR. (Detailed Report Attached)

**Accounts for Payment**

- PFD $54.30
- Surat Post & News $12.39
- Surat State School (Donation) $10,000 (see New Motions)

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

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:**
   1. Air–conditioning project complete. Total cost $30534. Acquittal has been completed and submitted to Community Benefit Fund. Thanks to Chris Packer for writing the submission.
   2. Aboriginal Garden – garden is currently viewed by the community as a tourist attraction. Upkeep of the garden is time consuming and can be costly to the school. It has no benefit to our school in regards to education and as fenced off from the school. Visitors to the garden are entering school property without consent from the principal. With your support, I propose that we investigate donating the land to the council.
   3. 50th Anniversary for Secondary Dept 14 Nov. Ideas for possible activities?
   4. Maintenance program is almost complete.
   5. Breakfast Club will commenced on Tuesday Week 1. Proving to be very popular.
   6. Athletics Carnival Friday 1 August.
   7. Current student population is 89.
   8. Sign at front of school needs updating. Possible P&C project for 2015.
9. Wireless Access Point in Prep currently being arranged to be installed.

10. New student desks have been purchased to accommodate growing student numbers.

11. Finance – Budget Overview Report and Balance Sheet Summary Report provided for P&C.

12. Thank you for your ongoing support.

(see New Motions)

2. Music Report:

Nil

3. Uniform Report:

Chrissy has completed a stocktake.

4. Tuckshop Report:

The takings are going up. More volunteers are needed please.

5. Football/Netball Report:

In the early stages of organising a breakup. Currently proposed for the 30th August.

7. QCPCA Report:

Nil

General Business:

Brick Project - an amount of $1700 has been profited from the orders of pavers which will be spent directly on the project. Bre presented two design concepts - an ‘Outdoor Classroom’ and a ‘Casual Seating Area’. The school is able to contribute an amount of $2300 towards the project. It was thought to also ask for donations of materials etc. It was noted that no treated pine was to be used in the project. It was suggested that the two plans be taken to a staff meeting to gather their input. Bre and Chris will then meet with Justin to discuss the plans further and have more details available at the next meeting.

50th Anniversary (High School) - it was suggested to incorporate this anniversary into Celebration Night or with an afternoon tea.

New School Sign - it was suggested that perhaps this could be a project for the P&C next year.

Fishing Day for Jake - will be held on Sunday, 5th October. The P&C have been invited to support this special day with donations of cakes, slices and biscuits for a cake stall. Proceeds from this day will go to CareFlight. All happily agreed to fully support this special day.

It was also noted that the school will be holding a special ‘Colour Day’ on Monday, 13th October, to be held annually, in memory of Jake. Proceeds will go to CareFlight.

Josh Arnold - song writing day. The School will be contributing $1000 towards this opportunity.
New Motions:

Sania Bradford moved and Kathy Murray seconded that the Surat State School P&C provide Surat State School with $10,000 to contribute to the School Project. Carried.

Sania Bradford moved and Chris Packer seconded that the Surat State School P&C support the transferal of ownership and maintenance of the Aboriginal Garden to the Maranoa Regional Council. Carried.

New Members:

Nil

Next meeting: General Meeting - Tuesday, 19 August 2014 at 3.15pm

Meeting closed at: 4.45pm

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