



Minutes
Wednesday 4 August 2021 at 6pm
Harrisdale Primary School Staff Room

Opened: 18.07hrs
 Present: Allison Owen, Debbie Foster, Karen Duncan, Melissa Magini, Nicola Goodchild, Sandra Young, Stacey Haragan, Alice Smith
 Visitors: N/A
 Apologies: Jane Trowl
 Quorum: 8

1.0	MINUTES	<p>Distributed to all members.</p> <p>That the minutes of the general meeting of Harrisdale Primary School P&C held on the 2nd June 2021 be taken as read and confirmed as a true and accurate record.</p> <p>Accepted: Nicola Goodchild Seconded: Alison Owen</p>
2.0	BUSINESS ARISING	Nil
3.0	CORRESPONDENCE	<p>Correspondence In:</p> <p>Fundraising Brochures for Father's Day Stall Letter from Grange Insurance Solutions regarding Canteen and Uniform Insurance BankWest Bank Statement until June 30, 2021</p> <p>Correspondence Out:</p> <p>Nil.</p>
4.0	REPORTS	<p>4.1 Presidents Report – See attached</p> <p>It was agreed to have the Community News run a story on our numbers. A united front from Mel and Ben to do a story.</p> <p>4.2 Principal's Report – See attached</p> <p>There was a discussion lead by Karen Duncan about how the P&C could be represented at the Independent Public School review. The group brainstormed and came up with the following list:</p> <p>How do you wish to be represented in the review?</p> <ul style="list-style-type: none"> - Bringing community into the school - Support new families - Build membership – create a sense of “ownership” <p>Future involvement of the P&C How can we involve more parents?</p>

		<ul style="list-style-type: none"> - New parents - EAL/D parents. - Make Harmony Day Bigger - 10 year birthday party - Parents night – Manning Bowling Club? Bingo? <p>Events the P&C runs or contributes to:</p> <ul style="list-style-type: none"> - Annual disco - Annual colour run - Mothers day stall - Fathers day stall - Elections - Anzac Day breakfast - Scholastic book club - Book Fair - Crazy Hair / sock day - Dress up days - Boost juice at Athletics Carnival <p>There was a discussion about encouraging a more multicultural P&C.</p>
		<p>4.3 Treasurer's Report</p> <p>Nicola advised the group that the current bank balance is \$49,877.63. The second order of leaver's shirts has come out of the account and monies have been reimbursed to Sandra Young and Alice Smith for school disco expenses.</p>
5.0	SUB-COMMITTEE UPDATES	<p>5.1 Community and Events Committee</p> <ul style="list-style-type: none"> • Disco - New Date (23rd September) and Potential New Theme - Melissa Magini After a discussion regarding Mr Joyce's suggestion to change the theme to align with Wellness Week, it was agreed that the theme would stay the same "Winter Wonderland" as the students had voted to choose this theme and parents had already prepared costumes in the theme. • Father's Day Stall Update - Sandra Young Sandi has emailed Megan regarding dates for the stall and it has been decided on Week 7. It was agreed that we would run the stall on Monday, Tuesday and Wednesday, 30th August – 2nd September 2021. Sandi has ordered 2300 items. There will be no limits on how many items can be purchased per student and she still has \$500 left in the budget should she need to purchase more items. • Parent Function Proposal - Sandra Young There was a discussion about the different types of event that could be run: bingo, quiz night etc. A type of event was not agreed. It was agreed that the event would be run at . Gosnells Golf Club was suggested as a venue. It was agreed that we would sell tickets to the limit of the venue so if the venue holds 200 then we would cap it at 200.

		<ul style="list-style-type: none"> Sandi advised the name label fundraiser wasn't successful with only 6 orders being placed. It was agreed to run this fundraiser again at the time the book lists are sent out as the group felt there would be more success at this time. A paper copy of the fundraiser information to be sent with the book list. Sandi made an enquiry about a football goal net. She has contacted a company and received a quote for a 24x8m net for \$20,000. It was discussed that this seemed like an excessive amount. Karen will ask Jacqui tomorrow about getting another quote. Colour run – There was a discussion about the layout of the Colour Run last year and Melissa asked if we would like to change anything for this year's run. It was agreed that the layout worked well but a second water truck would be ordered at a cost of \$650. Sports Carnival (17th September) - Boost Juice & Coffee Vans - Karen Coates Melissa advised that Karen has booked Boost Juice Van. It was agreed we would also book the Mobile Muffin Break van and 2 x coffee vans. Summer Movie Night - Brooke Ladhams It was agreed this was a great idea and it would be organised for early in Term 1 2022 as a welcome picnic movie night.
		5.2 School Banking Committee <ul style="list-style-type: none"> Vincent was absent from the meeting but Melissa reported he is doing a great job with school banking and it was all tracking well.
		5.3 Used Uniforms Sales Update <ul style="list-style-type: none"> Melissa advised Lorraine is currently overwhelmed with uniform donations however sales were minimal. It was agreed we would do an after school flash sale.
		5.4 PR & Sports Liaison Update <ul style="list-style-type: none"> Volunteers are needed for the sports carnival.
6.0	GENERAL BUSINESS	
		6.1 Boost Juice pre orders for Athletics Carnival – Karen Coates. <ul style="list-style-type: none"> Melissa said she would like to run this through square reader, with no cash payments. This was agreed.
		6.2 Debit Card Application and Terms of Reference. <ul style="list-style-type: none"> Melissa said we can apply for a debit (not credit) card. This has to be a separate account to our current bank account, with a \$500 limit. Only \$250 can be spent in one transaction and receipts are to be given to the Treasurer.
		6.3 Potential Spending Opportunities for P&C. This is dependent on the Bee Hive situation. Carried forward.

		<p>6.4 Motion 04082021-1</p> <p>That a debit card account be opened and be called the Harrisdale Primary School P&C Association Inc Debit Card Account.</p> <p>Motion Raised – Melissa Magini.</p> <p>Melissa tabled the debit card and account usage policy. It was agreed that this be adopted for the remainder of this year. Melissa, Nicola and Sandra will be signatories. It will still need to be authorised at a meeting prior to spending, Treasurer needs to reconcile as per usual.</p> <p>Accepted: Stacey Haragan</p> <p>Seconded: Renae Gibson</p> <p>Approved: All</p> <p>6.5 Motion 04082021-2</p> <p>That the Debit Card and Account Usage Policy dated 04th August 2021 be adopted for the year 2021, and that the signatories to the account are:</p> <p>Melissa Magini - President</p> <p>Bianca Riksman - Vice President</p> <p>Nicola Goodchild – Treasurer</p> <p>Accepted: Stacey Haragan</p> <p>Seconded: Renae Gibson</p> <p>Approved: All</p>
7.0	NEXT MEETING	<p>Date: Wednesday 1 September 2021</p> <p>Time: 3pm</p> <p>Venue: Harrisdale Primary School Staff Room</p>
8.0	MEETING CLOSED	The meeting closed at 19.29hrs