



## P&C Association

### Minutes- General Meeting Tuesday 28<sup>th</sup> March at 7pm

Meeting held in the staffroom of HPS

<b>Meeting opened</b>		7:15pm
<b>Present</b>	Bianca Busby      Lauren Mutimer      Kate Hill      Brad Willoughby Josephine Woolf      Louise Small      Hezhen Chu      Karen Coates Rebecca Lillie      Danielle Dolphin      Dirk Sunley      Stacey Haragan Sandra Young      Bianca Marijanich      Jane Trowl      Mandy Yeardeley	
	<div style="border: 1px solid black; padding: 10px; text-align: center;">             We had more attendees on the night but due to being in a rush didn't get their membership form or donation.           </div>	
<b>Apologies</b>		Denise Lane      Melissa Joss      Melissa Magini      Allison Owen Karen Duncan      Megan Bottomley      Lily Pu      Renae Gibson Tanya Andrews      Cindy Tan
<b>1.0</b>	<b>Minutes of Previous Meeting</b>	<ul style="list-style-type: none"> <li>Minutes of the Annual General Meeting held on the 14<sup>th</sup> of March distributed to all members via email.</li> </ul> <p><b>Confirmed: Sandra &amp; Mandy</b></p>
<b>2.0</b>	<b>Business Arising</b>	N/A
<b>3.0</b>	<b>Correspondence IN</b>	<ul style="list-style-type: none"> <li>Cheque from the Grilled fundraiser has been banked by Mandy.</li> <li>Promotional material has been given to Sandra</li> </ul>
<b>3.1</b>	<b>Correspondence OUT</b>	<ul style="list-style-type: none"> <li>Donation letters have been sent out to various places (Big W, Coles, Woolworths, IGA etc.) for both Easter and ANZAC day BBQ- haven't heard anything back yet, Exec team will continue to follow up</li> </ul>
<b>4.0</b>	<b>Reports</b> <b>4.1-</b> Principals report <b>4.2</b> Presidents report <b>4.3</b> Treasury Report	<ul style="list-style-type: none"> <li><b>4.1</b> – Principal absent</li> <li><b>4.2</b> – President's focus             <ol style="list-style-type: none"> <li>Focus on engaging with the school community, build the presence of the P&amp;C and increase memberships.</li> <li>Build a volunteer list, for parents to volunteer for P&amp;C events even if they are not on the committee.</li> <li>Building a social media presence, as well as reaching the community that don't have access to FB e.g., quarterly blurb or newsletter.</li> </ol> </li> </ul>

		<p>4. Focus is not necessarily the \$\$ but the happiness and memories for the children.</p> <ul style="list-style-type: none"> <li>• <b>4.3- Treasury</b> - Current balance \$16,902.51 Mandy is having trouble logging in</li> </ul>
5.0	Sub-Committee updates	<ul style="list-style-type: none"> <li>• Community &amp; Events Committee             <ol style="list-style-type: none"> <li>1. <b>ANZAC</b> day sausage sizzle Wed 5<sup>th</sup> April from 7am \$2 each</li> <li>2. <b>Calendar of events</b> briefly discussed – final calendar to be completed by Sandra &amp; team and sent via email: T2 week 10 Fri – Day disco- \$5 a head – crazy dress day T3 week 7 – Father’s Day stall (budget TBC) T3 week 10 – crazy sock day – night disco T4 – parent quiz night? T4 week 10 – Wed 13<sup>th</sup> Dec – colour run.</li> <li>3. <b>Leavers Shirt updates</b>- 48 shirts purchased.</li> <li>4. <b>Used uniform sales</b> – still looking for someone to take it on – Bec has washed and checked the condition of the stock, Renae, Stacey, and Mandy to sort the stock. Uniforms will be put out at the ANZAC sausage sizzle to sell \$5 a piece.</li> <li>5. <b>Sports Liaison</b> – absent</li> </ol> </li> </ul>
6.0	General Business	<ul style="list-style-type: none"> <li>• <b>Motion 1 raised by Bianca</b> – Payment of WACSSO Affiliation fee for 2023 - <b>Confirmed: Sandra &amp; Louise</b></li> <li>• <b>Motion 2 raised by Bianca</b> – Purchase of consumables for ANZAC Day Gunfire Breakfast – payment of \$500 – <b>Confirmed: Stacey &amp; Jane</b></li> <li>• <b>Motion 3 raised by Bianca</b>- Purchase of 1200 Easter eggs for Easter raffle – payment of \$600 – <b>Confirmed: Kate &amp; Mandy</b> Exec team has decided to give out the easter eggs free of charge- Bianca to discuss with Abbi about sending a see-saw message to teachers.</li> <li>• <b>Motion 4 raised by Bianca</b>- Purchase of Mother’s Day Gifts for MD stall – payment of \$3000- <b>Confirmed: Lauren &amp; Brad</b> Committee will approach the community for donations &amp; stock to support local (candles, cookies, macaroons) – stall to be held week 3 T2 11<sup>th</sup> May.</li> <li>• <b>Motion 5 raised by Bianca</b>- Allowance for a cash float of \$300 on a bank card for Exec team to use to simplify reimbursement- would like this up and running by Mother’s Day if possible -<b>Confirmed: Sandy &amp; Bec</b></li> </ul>

		<ul style="list-style-type: none"> <li>• <b>Motion 6 raised by Bianca &amp; Lily-</b> to purchase hi viz vests for P&amp;C members to wear at events- Bianca to investigate other options and costs (e.g., aprons with logo printed, different coloured vests opposite to teachers)</li> <li>• <b>Email from Stacey-</b> becoming a Smith family partner school- Stacey to look further into this and source some details to present at the next meeting.</li> <li>• Bianca to meet with Karen to discuss the expectations of the P&amp;C</li> <li>• <b>Email From Tom-</b>PE staff are looking for volunteers for the up-and-coming sports carnival for year 5&amp;6 students- Bianca to send out a call on FB.</li> <li>• Possibility to have Mother's Day approved for 2024 in 2023 so stock can be purchased and stored?</li> </ul>
<b>7.0</b>	<b>Next Meeting</b>	<b>Tuesday 9<sup>th</sup> May at 7pm</b> (Meetings to be held wk. 3 & wk. 8 of each term on Tuesday's at 7pm – Bianca to confirm this doesn't coincide with board meetings)
<b>8.0</b>	<b>Meeting Closed</b>	7.50 pm