

Gilston State School P & C Committee Meeting Minutes held: Monday 29th April, 2019

AGENDA ITEM	
Opening & Welcome by the Chair	<p>Meeting Opened - 6.43pm</p> <ul style="list-style-type: none"> • Meet & Greet with President & all new & renewing Members.
Apologies	<ul style="list-style-type: none"> • Craig Douglas, Caroline Judge, Erin Godfrey, Gael McDonald, Trish Fairhall, Angela Griffin, Nicole Meesen, Darren Eather
Confirmation of the previous Minutes	<ul style="list-style-type: none"> • Motion to confirm and accept the previous Minutes • Moved by: Donna Green • Seconded: All in Favour: Carried
Business arising from the Minutes of the previous general Meeting	<ol style="list-style-type: none"> 1. P&C to write to Councillor Glenn Tozer requesting onsite meeting with Traffic Branch to discuss changing signage at Pick up/Drop off Zone to be strictly pick up drop of; 2minute wait removed. <i>Action: A letter has been sent and a response has been received. We are now awaiting a meeting with Traffic branch.</i> 2. Request to Councillor Glenn Tozer and Traffic Branch to repaint line markings. <i>Action: Line markings have been repainted in Carpark.</i> 3. Craig to include a do's and don'ts in the next newsletter for parking and dropping and pick up. <i>Action: Craig included a "Two Minute Drop Off/Pick Up Zone" Do's & Don'ts List on Page 1 of Edition 4 Gilston Grapevine 20 March, 2019.</i> 4. Principal will have Jan Wallace provide a breakdown of the SRS Invoice for next Grapevine Newsletter. <i>Action: A cost breakdown for the SRS Invoice provided on Page 13 of Edition 4 Gilston Grapevine 20 March, 2019.</i> 5. Meeting to take place with the Principal and Face Book page Administrator - Trish Fairhall, P&C Media - Erin Godfrey & President - Donna Green to discuss options and moving forward to a solution. <i>Action: A Motion has been inserted into this meeting for members to Vote.</i> 6. Invite Scott Stavar to the next P&C Meeting to engage in a discussion around sport at Gilston State School. <i>Action: Scott Stavar was unable to attend the P&C Meeting but has committed to being the Guest Speaker at the May P&C Meeting.</i> 7. Donna to speak with Disaster Management, Emergency Services and Main Roads re: Funding and support for Sign Board. <i>Action: A Motion has been inserted into this meeting for members to Vote.</i> 8. Gael to explore grants available - Options to be discussed at future P&C Meeting. <i>Action: Gael has started looking into grant, just awaiting final list from P&C on what she is applying for</i> 9. P&C will run raffle commencing Monday 25 March to Monday 2 April. <i>Action: Easter Raffle was run and drawn on stage at the Whole School Parade on the 1st April, 2019. All proceeds going toward Guided Reading resources for School/Library.</i> 10. P&C will not set up under Rotunda when Student Rep Council are conducting their Fundraiser awareness day for Epilepsy. <i>Action: P&C set up in undercover area down near Tuckshop area.</i>

<p>Correspondence received since the previous Meeting</p> <p>Inward (as listed) Outward (as listed)</p>	<p>Inwards:</p> <ul style="list-style-type: none"> • Email from the P & C Association. • Members Emails <p>Outwards:</p> <p>1. Nil</p>
<p>Business arising from the Correspondence</p>	<ul style="list-style-type: none"> •
<p>Executive Decisions</p>	<p>Executive decision was made on 5th April, 2019 to commit \$700.00 in funds towards the construction of the Yarning Circle being built in the Secret Garden. The decision was based on the enablement of funding being provided by Councillor Glenn Tozer for the project and the contribution from both the school \$1,500.00 and P&C to make the project happen collaboratively. The project will be constructed immediately and entered into the Education Qld NAIDOC Awards.</p> <p>At the meeting Deputy Fiona Keswell gave members an insight into the project, its benefit and uses as an outdoor learning space. This project that has been evolving over the past 12months.</p> <p>Motion to confirm Executive decisions:</p> <p>Moved: Donna Green Seconded: Jody Slade All in Favour: Carried</p>
<p>Treasurer's Report & Financial Statement</p>	<p>Treasurer's Report: Tables and Discussed</p> <ul style="list-style-type: none"> • Motion moved by Donna Green to ratify last month's (February 2019) Treasurers report to be true and correct as at 29th April, 2019. Seconded: Brenda Flemming • Motion moved by Donna Green to ratify the March Treasurers Report to be true and correct as at 29th April, 2019 March 2019. • Seconded: Jamie Mulcahy
<p>Tuckshop Report</p>	<p>Nicole Currently on Annual Leave. President acknowledged and thanked Angela Griffin, the Vice Presidents and both Casuals Jenny and Janine for their help and assistance in running the tuckshop in Nicole's absence.</p> <p>Discussion took place around the continual financial losses of the Tuckshop and the President made a point that a decision needs to be made to fix the problem or at the end of the year the P&C Account will be drained of money. The President made the following discussion points:</p> <ul style="list-style-type: none"> • All rumours and 'gossip' relating to P&C and Tuckshop needs to stop, it is harming both Nicole and Staff and P&C. Meeting had been held with Nicole regarding what changes she thought we should implement and Tuckshop staff and P&C are working together to make the Tuckshop profitable. • It was acknowledged that Nicole is running the Tuckshop the way it should be operated and financial losses are not due to the day to day operation. The financial operation is the responsibility of the P&C; hence the fault is with the P&C not running the business correctly and making changes and decisions when losses started exceeding \$5,000.00 per Annum

	<ul style="list-style-type: none"> • It is now time to do something about it and start chipping away at the loss. Tuckshops are not expected to make profits, but losses should only be between \$1000-\$5000 per Annum. • President presented to the committee that although the P&C have the expertise to look into the financial operations, it is in the best interest of all parties P&C, Members and Tuckshop Convenor to bring in an Independent Consultant to evaluate current structure of the Tuckshop and make recommendations that can be presented and voted on by members for implementation. • It was also discussed that \$1,500.00 be allocated towards Consultation fees if needed. President has spoken to various recommended Consultants and fees for what we are trying to achieve are set out at this rate. Members agreed unanimously to just get this done so we can get our Tuckshop back on track financially. • See Presidents motion below for members vote.
Uniform Shop Report	No Report
Principal's Report	Deputy Kelly Clark presented Principal's Report (a copy attached)
Motions to Vote	<ol style="list-style-type: none"> 1. Donna Green put forward a motion to engage a Consultant to evaluate the financial operation of the Tuckshop and give recommendations on a structure to make the Tuckshop profitable. Seconded: Shelley Forrest For: 14 Votes Against: Nil Motion Carried 2. President presented information on how a P&C Face Book Page will operate. President asked members to make a decision and vote so we can put this issue to bed, as it has been going on for too long. President explained to members that the P&C has no authority to close the current Parents Face Book Page. It is up to the Administrators on keeping that running or not and how they wish to run that page. The P&C Face Book Page will be another Information channel for School information. Discussion took place with Members concerns over time and expertise to operate and need for another information channel when we already have Newsletter, Website and Text messages. Donna Green put forward a motion for the Gilston P&C to set-up and administer a Face Book Page Seconded: Kerri Boyle For: 9 Against: 3 Abstained: 2 Motion Carried 3. President presented information relating to the Electronic Sign Board and that there are grants available for Disaster Management if we include on the Sign Board community messages relating to Safety, Fire, Floods from Rural Fire Brigade and SES. Discussion relating to applying for a Grant therefore it does not impact fundraising for other items. President told members she hopes we can apply for many grants for many things to try and tick off needs of resources and equipment for our School. Again President explained this matter needs to be voted on so we can put the issue to bed. Members discussed the need of the Electronic Sign Board, impact on the country feel of the community and do we really need it. Funding needed \$30,000 however, depending on funding we get, if less, then adapt to a Sign board that fits the price of the grant given. Donna Green put forward a motion for Gilston P&C to apply for funding for an Electronic Sign Board Seconded: Vanessa Speed For: 7 Against: 4 Abstained: 3 Motion Carried

<p>Event & Fundraising Report</p> <p>General Business</p>	<ul style="list-style-type: none"> • Successful Easter Raffle - funds to be donated to school for Library Readers. • Mothers Day Stall Presents have arrived. • P&C will run a Sausage Sizzle, Cake & Coffee on Monday & Wednesday (20th & 22nd May, 2019) for Athletics Carnival. • Looking into having Coffee Van and snacks for Under 8's Day, as long as it does not impact the SRC with their fundraising for Australia's Biggest Morning Tea. <ul style="list-style-type: none"> • Date for Working Bee <i>Action: Discuss with Principal Craig Douglas on possible dates.</i> • Equipment & Resources Register for Parent and School requests <i>Action: Request from School for Equipment & Resources register which will be sent out to you in the next few weeks for prioritisation.</i> <p><i>Kelly Clark put forward a request for Sheds to store some items inside of the Hall to clear some space. These are to be added to the Register for Prioritisation.</i></p> <ul style="list-style-type: none"> • Jody Slade - Would like to have a "Maker Space Day" for the Community to be run by STEM excellence children. <i>Action: Jody to liaise with Fundraising & Events Committee.</i> • Jody Slade put forward the proposal for Bunnings Sausage Sizzle and she will be organising Food and Volunteers. <i>Action: P&C will purchase items if needed and sign off on forms with Bunnings.</i> • Jamie Mulcahy to present idea for P&C to investigate for STEM and or School parents & children <i>Action: Jamie to directly liaise with Jody STEM Teacher.</i> <p>Upcoming Events:</p> <ul style="list-style-type: none"> • Mothers Day Stall -8th & 9th May, 2019 • Athletics Carnival - 20th & 22nd May, 2019 • Under 8's Day – 23rd May, 2019 • STEM Spectacular - 16th August, 2019
<p>Applications for Membership & recording of new Members</p>	<p>Motion to accept new Memberships Moved by: Donna Green Seconded: Brenda Flemming All in Favour: Carried Welcome to new Member - Jenny Toohey</p>
<p>Date for next P & C Meeting</p>	<p>Monday 20th May, 2019.</p>
<p>Closed</p>	<p>Meeting Closed - 8.43pm</p>