

Ashtonfield Public School P&C Association

Tuesday 19th March 2019

Minutes - General Meeting

Meeting Commenced at: 7.04pm

Attendees: As per attendance book.

Welcome: Kristy Brownlee read from the By Laws of the P&C.

Apologies: Cheryl Lucas, Krysten Wood, Maryanne Duncan and Michelle Darcy.

Minutes of Last meeting: Minutes moved by Jess McLean, 2nd by Nicola White.

One amendment required Kirsten Worth's name is spelled incorrectly – corrected 21/3/2019.

Correspondence:

- Netball and soccer uniform both approved as they have been approved at previous meetings.

Business Arising from Previous Meeting/s:

- Open positions
 - Vice President: Amanda Thomas nominated by Lisa Staines, 2nd by Yana Ginzburg – Carried. Amanda was not be a financial member. Amanda will be Vice President effective next meeting 21/5/2019.
 - Treasurer: Yana Ginzburg will speak to Lisa Johnson.
 - AGM minutes to be taken to the Mutual for signature changes.
- Audit debrief / account (Lisa Johnson)
 - Insufficient controls was mentioned in the audit. This was based on no cash register.
 - Other recommendation was around moving to an online system. Lisa J suggested this was for later in the year.
- New uniform provider (sewer) was the person interested (Kay Munro) (sewer quality discuss feedback)
 - MOTION: P&C to pay Annie \$45 per dress using the material owned by the P&C. Moved by Jess McLean, 2nd Lisa Johnson – carried.
- Uniform Shop – Business case (Office Bearers)
 - MOTION: Based on the business case provided – that the uniform shop remain in a volunteer lead operation. Moved by Kristy Brownlee, 2nd by Lisa Johnson - carried.
- Canteen – Business Case (Office Bearers)
 - MOTION: Moved to continue to role of canteen supervisor in the current casual capacity. Moved by Louise Hayes, 2nd by Lisa Johnson – carried.
- Swimming Caps order
 - All agreed the Teal caps are great.
 - Jen will order teal caps with white 'Ashtonfield'
 - MOTION AMENDMENT: Moved to amend the approved amount for the purchase of swimming caps to - up to \$1000. Moved Kristy Brownlee, 2nd Jess McLean – carried
 - Previous motion was made 20th November 2019 for 200 caps at \$3.95 each (\$790).
- State representative payments – who has represented? APS to confirm who has represented.
 - Melissa is getting names.
 - Lachlan Irwin – Cricket NSW. Confirmed by Melissa.
- Canteen working group
 - Suggestion made that this should be called a working group.
 - MOTION: Moved to have a canteen working group. Moved by Jess McLean, 2nd Jen Arnold – carried.

Treasurers Report: 1/1/2019 – 28/2/2019

Income: \$16,368.81

Expenditure: \$17,673.34

Profit/ Loss: -\$1,304.53

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Principals Report:

As per Melissa's report

Canteen Report:

- Samples – flavoured straws, for Tina to trial, thought that may give one away with plain milk.
- Tina had information on reusable lunch bags – could do as a fund raiser.
- Different products – healthier option, spinach and feta roles, nachos.
- New price list tabled by Tina.
 - MOTION: Moved to accept the revised canteen price list to commence Term 2 2019. Moved by Jess McLean, 2nd Nicola White – Carried.
 - Idea suggested to outline Vegetarian / dairy free / GF options. Tina to review and amend dietary options.

Uniform Shop:

- Order is required for the uniform shop.
- MOTION: Moved to increase the prices to be above cost price. Moved Jess McLean, 2nd Nicola White - Carried.

Fundraising Report:

- Sold twelve (12) entertainment books at \$13 a book. Official launch is 4/4/2019.
- Hot X Bun fundraiser (Katrina Drage)
 - Possible release 21/3/19 | orders back 3/4/19 | pick up 9/4/19 | school finishes 12/4/19.

General Business:

- Pie Drive date, make more items available then last year:
 - Tentative dates 27/5/19 | orders back 17/6/19 | pick up 25/6/19 | school finishes 5/7/19.
- General Motions – Uniform Shop, canteen (Kristy Brownlee)
 - To allow any two signatories to pay bills, invoices arising from the P&C association business eg canteen, uniform shop, insurances, fees etc. When due between meetings, for the year of 2019 up to the AGM. Expenses to be reported back at the next meeting for transparency. Moved Kristy Brownlee, 2nd Nicola White – carried.
- Stephanie Alexander Cooking Program (Lisa Johnson)
 - Melissa Scully advised looking for solutions, nothing has been cancelled.
- Apron / Tea Towel Fund Raiser (Lisa Johnson)
 - For another meeting due to time.
 - Everyone liked the idea.
 - Lisa Johnson has the brochures.
- Uniform hardship (Jess McLean)
 - There is a process in place direct through the school – application is made direct to the school.

Meeting Closed: 8.54pm (Motion was moved at 8.30pm to extend the meeting for a further 30 minutes. Moved Jess McLean, 2nd Nicola White– carried).

Next Meeting: 21st May 2019