Meeting commenced: 7:08pm

1. Attendees:
Veean Richardson, Jill Bell, Kerryn Morrison, Elizabeth Schott, Kimberley Morris, Sean Kendall, Michael Kiely, David Jones, Peter Benten, Becky Keft-Martiniello, Paul Davis, Merindi Belarski, Stacey Wales, Patricia Davis and Robert Cusack (Principal).

2. Apologies:
Sue McCartney

3. Confirmation of previous minutes:
Previous minutes approved and confirmed by Kerryn Morrison, seconded by Peter Benten.

4. Business Arising:
   a. Signage around the school
      Sign should be installed after the 18th March.
   
   b. Recycle bins
      No report this month.
   
   c. Dollarmite Accounts with Commonwealth Bank
      No report this month.
   
   d. Eco-Schools
      To be held off until other environment programs have commenced at the school.
   
   e. Fan’s for canteen
      The Department property contact will be attending the school during the week to look at the canteen to identify the appropriate place to install fans.
   
   f. Christmas raffle update
      A big thank you to Sue McCartney for organising the raffle. Approximately $1,800 was collected, total profit not known at this stage.
   
   g. Author Talks
      Alison Tate, a local children’s author, has been contacted and is happy to come to the school to talk with the students. Becky Keft-Martiniello will arrange a date for Alison to attend. Update to meeting: Alison has been booked to talk to Stage 2 and 3 on 29 July 2015. Parents will be able to purchase copies of the book directly from the author for $15 and Alison will donate $2 from each book to the P&C.

5. General Business:
   a. Code of Conduct and By Laws
      The P&C By-Laws were amended to reflect changes to the Auxiliary committee as discussed at the last meeting. Minor changes requested. Trish Davis moved the motion to endorsed updated By-Laws, Kim Morris seconded, all agreed. Code of Conduct for volunteers will be developed by Kerryn Morrison for the next meeting.
b. Receipting money from the office
   Moved to next month.

c. Back to School BBQ – Friday 20 February 2015
   Note has gone out about the event. An email will be sent out requesting volunteers during the week. Jumping castles have been booked and can be paid for on the night.

d. State election BBQ – 28 March 2015
   Proposed to have a cake stall and BBQ under the hall COLA on the day of the election. Also suggested that we hold a white elephant stall to sell goods left from the last Fete Trash and Treasure stall. We would be able to sell raffle tickets, which will be drawn the following week. Robert to check the process to get permission. Update to meeting: letter has been emailed to the Electorate Returning Office to ask permission to hold the stall.

e. Puddle in front of the school canteen
   A large puddle forms in front of the school canteen whenever there is a consistent amount of rain, a question was asked as to what could be done to fix the problem. The ground has sunk underneath the concrete since the last repair of the concrete. The issue is on the maintenance list for the school.

f. Awning extension
   We were unsuccessful with our grant application for the awning across the stage 3 building. We are still waiting on one of the quotes. We will need to look into other options for funding the awning.

g. Demolition of old classroom
   Concern was raised that the old classrooms near the office may be demolished during the school term when the children are around. Robert advised that it is unlikely that demolition will occur during term. An inspection of the building is required first, which has not been scheduled. Robert will let us know when that has occurred.

h. What is our focus this year – what do we want to fundraise for
   Move to next month

i. Year Six Fundraising
   Year six are proposing instead of a cake stall this term, they sell cakes at Grandparents day. Auxiliary will provide the tea and coffee. All agreed.

j. School Disco – 11 September 2015
   School Disco is scheduled for Friday 11 September. The date will need to be booked with Dance2BeFit. Mr Jones will talk with the SRC to pick the theme for the same, same as last year. We will have a red carpet and photos as the students enter again this year, with the photos to be collected the following week.

k. Lunch bag fundraiser
   Proposed to run another reusable lunch bag fundraiser. Bags are now available with coloured piping. Trish to organise. All agreed.

l. Skills list
   We have received two responses. Becky will collate the information for the school.
m. Spelling Bee
Question was asked whether the school participates in the Premier’s Spelling Bee. It is not currently an program that the school participates in.

6. Correspondence In:
- Bank Statements, Apologies, notes from new Kinder parents who wish to join P&C mailing list, Email from BopTilYouDrop, email from Fundraising Empire, email from Clique Brothers Frozen yoghurt, Aussie Farmers Direct, P&C Magazines

7. Correspondence Out:
- Minutes, agenda, article in Tallong, notification of uniform shop open first school day.

8. Principal’s Report:
Report attached.

9. Treasurer’s Report:
Report attached. Cashbook balance as at 06/2/15 of $7,304.63

10. Canteen Committee Report:
Roster for the new term has been sent out. All volunteers are sent the roster via email where possible. There have been a number of new volunteers who have signed up.

There will be no red food day this term. We are looking to have special items such as garlic bread and soup available in the future on Mondays to Wednesdays.

Bank Balance is over $11,000 after $7,000 paid to school for new home readers

11. Auxiliary Report:
The contents of the Auxiliary Room has now been moved to the room in the middle of the infants toilet block. A big thank you to one of our new parents to the school, Bernie Belarski, who installed the carpet from the old new into the new room. New windows have been installed and caps put over the windows that were not changed to prevent dust coming through the windows. The kitchen still needs to be moved over from the old room. Cupboards have been moved and just fit into the space, stock has been moved and tidied. The room is ready for the Mother’s Day stall. Thank you to John Lochead for his assistance with moving and setting up the auxiliary room.

Bank accounts for the auxiliary will need to be closed and all monies transferred to the P&C accounts.

Bank Balance is approximately $13,000, with Christmas raffle money still to be banked.

12. Uniform Committee Report:

Discussion was held around the school hat and concerns with students taking hats off while they play sports to stop them falling off when they run. Request for uniform committee to look for possible options. Teachers to talk to students about how to tighten the tops of the hats with the current style.
Thank you to Mrs Shari Kelly for all her work in the Uniform Shop over the years, who will not be able to volunteer on the uniform committee this year.

13. Fete Committee Report:
Next Fete meeting will be held on 3 March at 7pm.

Meeting Closed
Next meeting scheduled for Tuesday 10th March 2015 @ 7pm in the library.