

**BROULEE PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION
GENERAL MEETING
Minutes**

Date: Thursday 12th June 2014

Meeting Opened: Meeting opened at 7:03pm

Present: As per attendance sheet

Apologies: Natalie Greenway, Leonie McGee. Clare Clunn, Kelwyn White

Minutes: Minutes for general meeting Thursday 22nd May 2014 read and accepted as true and correct. Moved by Natalie Fairweather and seconded by Caroline McDonald.

Guest Speaker:

Business arising from previous minutes:

No response from Hon Tony Abbott regarding registered correspondence that was sent on the 27th May 2014. The Secretary will follow up with phone calls.

Correspondence:

In:

Letter Sue Lowe - P&C

Email Michelle Polach - February Edition of the Grants Guide Vol 33 Jan 2014-05-19

Email Tina Clare - Recyclables

Email Natalie Greenway - Thanking all stakeholders for contribution to the fete

Email Tim McDonald - P&C storage room

Email Tim McDonald - Another letter sent to Prlme Minister

Email Tim McDonald - Election of the President

Letter Tina Clare - Resignation from President

Out:

27th May 2014 registered letter to the Hon Tony Abbott MHR

Business arising out of correspondence

1. Fill President role.

Written nomination received from Jesse Rowan

As only one written nomination was received it was stated that Jesse Rowan will fill the President role. A nomination came from the floor for the role and the committee is now aware that the President's position is treated as a "Casual Vacancy" and nominations can be accepted from the floor.

Nominations for the President position will be accepted in writing or from the floor at the next General meeting to be held on the 31st July. Multiple nominations will result in a private ballot.

See attached speech read by Jesse Rowan thanking Tina Clare.

Reports:

Principals Report as attached:

Treasurers Report: as attached:

Canteen and Petty Cash accounts - ticking over as usual, but there hasn't been any 'spare' to put into the Provisions account this year.

Canteen Provisions account - (for long service leave and maintenance of equipment) - balance is \$2713 P&C main account - balance is \$24,984. Expenditure this month was \$3,000 - contribution to class budgets for 2014.

Fund raising Sub Committee Report: as attached:

Uniform Report: as attached

Some jumpers have arrived with logos on the left hand side. The P&C decided that this is not uniform with other clothing and will contact the supplier to redress this issue. A quote for a security screen for the uniform shop window has been received and is ongoing at this stage.

Canteen Report: as attached

There is an ongoing grant application to replace the fridge in the canteen with an amount of up to \$2000

General Business:

1. Natalie Fairweather raised discussion about allocation of P&C funds so there will be a review of the wish list. Wishlist to be sent to Sue initially. Sue would like to investigate the option of chrome books but needs to investigate the budget amount.
2. Wish list item 1. Laptop/ tablet with a set budget value of \$10000. Moved by Natalie Fairweather seconded by Tim McDonald carried by all.
3. Wish-list item 2. Uniform shop security screen and another quote.
4. Wish list item 3. Garden club \$1000.
5. Wish list item 4. Fridge for canteen. Consider topping up with funds once grant has been obtained. Motioned by Natalie Fairweather seconded by mt. It was suggested we put an item in the scoop at end of term seeking funds from parents towards the fridge in the canteen. Tim to send out updated Wish-list after consultation with Sue.
6. Auditor Gleeson audit findings. It was agreed that we would welcome Lee Gleeson to offer his expertise in enhancing business processes within the canteen for free. Motioned by Tina Clare and seconded by Jesse Rowan. Jesse also mentioned that perhaps the P&C fund a shortfall in order to keep costs down and continue to provide quality healthy food for our students.
7. Tina talked about the recycling initiative that had been emailed to the P&C. The program involves recycling oral care waste. Colgate has partnered with Terracycle to recycle

- toothbrushes, toothpaste caps, floss containers and outer packaging. See attached document.
8. A P&C website has been created and can be accessed using the link broulee
 9. Discussion took place regarding the school class blogs and how we can encourage more parents to comment. Also investigate whether a like function could be included in the blogs.
 10. Kaye Tocher kindly donated some small fridges.
 11. Sue Lowe highlighted a Department policy regarding holding community events at the school out of school hours. This policy has in recent times been revised by the department.

Meeting Closed : Meeting closed at 8:40pm

Next meeting: Thursday 12th June 2014

Minutes accepted as true and correct.

Signed.....Name.....

Position.....Date.....