McCallum’s Hill Public School
Minutes of P&C Meeting
30th October 2013

Start: 7.08pm

Present: Ms Glover (Principal), Bassima Kowaider (President), Melissa Robbins (2nd VP), Angela Hatzisavvas (Treasurer), Tracey (Secretary), Kelly and Gabby.

Apologies: Julie and Khalida

Minutes from the Previous Meeting:

Angela moved and Ms Glover seconded and the meeting carried the motion: “That the minutes of the meeting 18th September 2013 be received.”

Business Arising from the Previous Meeting:

- Ms Glover still trying to contact the Police Liaison Officer regarding talks at the school. Emailing has not worked.

- The school bag that the Uniform Committee has agreed on is a navy blue bag with a gold school logo on it. It will be sold through Lowes at $39.99. They won't be ready by Kindergarten Orientation, however it will be explained to the parents at Orientation.

- Tracey is taking charge of the business card collection. There are a few in there so far. Tracey to get them out and work out how we will collate them.

- Some discussion regarding what kind of art work would be on the brick wall where the P &C old notice board was. Ms Glover will contact the company which did the playground games to get a quote and some ideas.

- The school banking commission total is $1,261.39 + GST sitting in the school account from the Commonwealth Banking Commissions. This money is to be used for air conditioner cages. Mel will find out from previous minutes as to when the P & C took over this payment, how many we have purchased and how many cages to be purchased so the funds can be made available. Two more air conditioning units can be
purchased for KB at a cost of $2800 plus a cage and 1H at a cost of $3200 (due to extra piping required)

- Mr Spiteri has purchased a credit card for the Kindles so they can start to be utilised.
- Ms Glover had the shade sail people come out to quote for the Shade Sail over the Special Needs Class play equipment. She is waiting for the quote to come in. Ms Whiley is now following this up.

**Correspondence IN:**

- Cadbury chocolate for 2014
- Walkathon
- Australian Fundraising Brochure
- P & C magazine.

**Correspondence OUT:**

- Nothing

**Reports:**

Principal's Report: see attached

**Treasurer's Report:** see attached

Current balance $9790.72

**Fundraising:**

- Fete raised $8000
- Fire appeal $99 which will then be matched by Woolworths Mrs Batalis organising this.
- Major raffle raised $636
- The Chocolate Drive raised $5000
- School Disco $1200.
General Business:

- Angela raised issues in regards to payment of receipts and Bass raised issue of money handling. After much discussion the rules set down by the P & C federation are the rules that we all need to follow. Money is to be counted by 2 people with 1 being an executive. Both people need to witness the sealing of the banking bags. Any purchases made by the P& C need to made to the company via cheque. Cheques cannot be made out as cash. Only small receipts can be paid out of petty cash - which currently we do not have.

- The upcoming AGM is when all positions will be available for re election. The job descriptions for each was tabled and distributed for reading and deciding on who might be elected.

- We had donation to the school for use at our fete. Due to the timing of these donations we were unable to utilise any of them for our raffles. It was discussed about using them in a Xmas raffle. Mel made up an example of the ticket and prizes. Tracey wasn’t excited and thought that just because we had these donations it may be more appropriate to use some at Mother’s Day. Discussion ensued and Gabby suggested some interesting prizes which she will follow up on. Kelly is going to donate a $20 i tunes gift card as one of the prizes.

FETE 2013

- Unfortunately due to previous discussions in the evening most information tabled was negative. It was pointed out that some stallholders were not happy with the fete but then again some were ecstatic.

- Kelly raised an important Issue regarding her canteen and that people used her facilities on the day of the fete including power, electricity, refrigeration and security. She felt that she should not have been charged the $50 and treated like all the other stall holders cause clearly on the day she was helping out other stall holders by allowing the use of her canteen. It was decided that we all need to make sure that Kelly and her canteen are respected. This is her business and people can't just walk in and out. Kelly has and is more than willing to help out the P&C.

Next Meeting: AGM Thursday 28th November 2013 at The lantern Club. Dinner at 6.30 pm followed by AGM and then general meeting.

Meeting Closed: 8.30pm