

Date	12 th of June 2024	Minutes Taken by: Victoria Davison (Secretary)
Location	Gainsborough State School Executive Services Building	
Meeting Opened	Time: 5:00pm	Name: Craig Tulczyn (Vice President)
1a. Attendance:	Numbers: 7 Victoria Davison (secretary), Craig Tulczyn (Vice President), Clay McCann, Nicole Pryor, Gaylene Oppermann, Rachel Blond, Hannah Weinthal, Stephen (YMCA) Online – None	
1b. Apologies:	Rhiane Sherriff (President), Kat Tulczyn	
2. Adoption of previous minutes:	Confirmation of the minutes of the previous meeting dated: 1 st of May 2024	
3. Business arising from the Minutes:	I Victoria Davison (Secretary) motion that the minutes of the meeting, dated 1 st of May 2024, as distributed be accepted as a true and correct record. Seconded: Craig Tulczyn All in Favor: YES Business arising from previous Minutes: No business arising from Previous minutes.	
4. Correspondence:	4. Inward: 1st of May 2024 – 12th of June 2024 <ol style="list-style-type: none"> a. 2/05/2024-10/05/2024 – Our square daily reports/ confirmations went live. <ol style="list-style-type: none"> i. Renee Gold emailed about dietary requirements 03/05/2024. ii. Katie Dwyer emailed about dietary requirements 03/05/2024. iii. Rupinder Kaur emailed about dietary requirements 03/05/2024. b. 07/05/2024 – Shannon O’Hearn emails offering her assistances with making Breakfast Boxes c. 08/05/2024 – Anne Bushell – first Mother’s Day Stall takings total \$1669. 50 – keeping \$30 as petty cash for float. d. 13/05/2024 – Lunch and Learn Webinar – May 29th. e. 17/05/2024 – Crown Concepts – Father’s Day gift range – brochure f. 20/05/2024 – Kiah Snell – Mother’s and Father’s Day gift ranges g. 21/05/2024 – Katrina Marteene – offering Father’s Day gift range. h. 23/05/2024 – Info Smart Gifts – Father’s Day catalogue 	

	<ul style="list-style-type: none"> i. 29/05/2024 – Nicky McKee -Cc'ing P&C into an incorrect payment email j. 29/05/2024 – School Gifts Australia – early bird special for Father’s Day gifts k. 03/06/2024 – Executive team correspondence – approving repayment to school from incorrect payment listed above. l. 04/06/2024 – Jason Koo – Hawkers Eats food truck, Asian fusion marketing his availability for future events. m. 06/06/2024 – P&C Qld Newsletter- survey for a chance to win \$500 for your P&C n. 07/06/2024- Gaylene sent through Payment advice template to be filled out. o. 07/06/2024 – Homestyle Bakes – Price list for 2024 p. 10/06/2024 – training@PandC – lunch and learn webinar invite for June 26th. q. 12/06/2024 - Craig emailed Tony at GCC about hall hire fees for potential Trivia sites. <p>4. Outward: 1st of May 2024 – 12th of June 2024</p> <ul style="list-style-type: none"> a. 05/05/2024- Confirmation email sent regarding dietary requirements to Renee Gold confirming quantity requiring GF options. b. 07/05/2024 – acceptance of Shannon O’Hearn’s help for Mother’s Day Breakfast Boxes c. 29/05/2024 – Inter Executive team emails approving Parents mistaken payment be made back to Gainsborough State School from the PandC account. d. 12/06/2024 – Craig Emailed the Gold Coast City about venue/hall hires.
<p>5. Business arising from the Correspondence:</p>	<p>4a.i Resolution: NO business arising from outward correspondence??</p> <ul style="list-style-type: none"> - Further investigations will occur about halls and looking into other potential venues. Clay suggested Gainsborough Greens Golf Course. He had a contact he could reach out to.
<p>6. Table Executive Committee Decisions (if any)</p>	<p>Committee Decision Discussed and Approved:</p> <ul style="list-style-type: none"> - Approval for payment – amounting in \$200 be paid back to Gainsborough State School, as a Parent made the payment into the PandC account accidentally.
<p>7. Treasurers Report:</p>	<p>June 12th 2024 Expenses: \$34,352.93 Deposits: \$16,130.56</p>

	<p>Bank Balance: \$22,268.32</p> <p>Discussion: There have been a number of deposits made, daily square payments for Mother’s Day Breakfast in amounts as follows: \$249.39, \$278.73, \$366.75, \$117.36, \$29.34, \$29.34, \$425.43, \$718.83, \$484.11, and \$58.68. A Donation from Joy in the amount of \$20 to go towards Mother’s Day stall items, direct bank transfers for Mother’s Day stall purchases - \$18, \$10, and \$34. Mother’s Day Stall Cash deposits, \$1235.00, \$1395.00 \$2235. Outgoing payments made in relation to reimbursements for Mother’s Day Breakfast items purchased \$412.44, \$881.10, and \$172.36 from executive committee approved purchases. And a Donation from the PnC to the School in the amount of \$20,000 paid for school resources.</p> <p>I Gaylene Oppermann (Treasurer) move that the Treasurer’s report be tabled and adopted. Copies of reconciliations provided to both School and Secretary for records.</p> <p>Seconded By: Clay McCann All in Favour - YES</p>
8. Other Reports	n/a
c. Principals Report:	<p>Current Student Numbers: 750 Bank Balance: \$623,373.54</p> <p>Key Notes:</p> <ul style="list-style-type: none"> Acting DP – Annette Hutchison will take on Acting DP role for Week 9 & 10. With Bec Cooper to take on Week 1 and 2 in Term 3 Colour Run 2024 – initial meeting with School Fun run set for next week. With Clay and Sara Sullivan attending Mother’s Day – Well done to all the helpers for the success of Mother’s Day Breakfast and Stalls. Another magnificent event. New BM Manager – Kathy McGuinness is the new BM for Gainsborough SS. Kathy begins the first week back in Term 3. QPS – School Support Officer – working in the school 1 day a week to start. No official release of who at this point but the expectation has been set to see someone on the ground by end of this term. H2H Update: Services has begun, focus is on school refusal – operating out of the Nyandra room. Service provided will be fractionalised – more details to come.

	Resolution: We all have access to our non-departmental accounts. So should not be an issue. Will re visit when Rhiane has returned
11. Application for Membership & Recording of New Members	I Craig Tulczyn (Vice President) motion that: One new membership application has been received to be recorded in the membership register. Seconded By: Victoria Davison All in Favour - YES
Date of the Next Meeting	GENERAL MEETING Day: Wednesday Date: 10 th of July Time: 5:00pm
Meeting Closed:	Time: 5:35pm

CONFIRMATION OF MINUTES

Chair Name:

Date:

Signature:

Position: