

# P&C General Meeting Minutes

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| <b>Date</b>                                  | 7 <sup>th</sup> of August 2024   | <b>Minutes Taken by:</b> Victoria Davison (Secretary) |
| <b>Location</b>                              | Gainsborough State School Executive Services Building  |   |
| <b>Meeting Opened</b>                        | <b>Time:</b> 5:00pm  | <b>Name:</b> Rhiane Sherriff (President)              |
| <b>1a. Attendance:</b>                       | <b>Numbers: 12</b><br>Victoria Davison (secretary), Rhiane Sherriff (President), Nicole Pryor, Leah Stanger, Hannah Weinthal, Kelly Ready, Craig Tulczyn (Vice President), Stephen<br><b>Online – Sara Sullivan</b>  |   |
| <b>1b. Apologies:</b>                        | Clay McCann, Sara Sullivan   |   |
| <b>2. Adoption of previous minutes:</b>      | Confirmation of the minutes of the previous meeting dated: 10 <sup>th</sup> of July 2024<br>Resolutions: that the minutes of the meeting, dated 10 <sup>th</sup> of July 2024, as distributed be accepted as a true and correct record.<br><br>Motion to add treasurer report from 10 <sup>th</sup> of July– Victoria Davison tabled, and Hannah Weinthal seconded.<br>ALL IN Favour: YES  |   |
| <b>3. Business arising from the Minutes:</b> | <b>No Business arising from previous minutes outside fundraising events for 2024.</b>  |   |
|  | <b>4. Inward: 11<sup>th</sup> of July 2024 – 7<sup>th</sup> of August 2024</b> <ol style="list-style-type: none"> <li>a. 17/07/24 – Kimberley Hay PSSC secretary- reaching out for volunteer strategies.</li> <li>b. 29/07/2024 – School Gift Store – cart reminder for Father’s Day gifts</li> <li>c. 29/07/2024 – Crown Concepts – bulk buy brochure</li> <li>d. 30/07/2024 – Smart Gifts Purchase Invoice for \$907.30 for Father’s Day Stall items</li> <li>e. 30/07/2024 – School Gift Store Purchase Invoice for \$1323.96 for Father’s Day Stall items</li> <li>f. 30/07/2024 – Crown Concepts – confirmation of purchase email \$972.20</li> <li>g. 01/08/2024 – Smart gifts – dispatch email</li> <li>h. 02/08/2024 – TGE (Team Global Express) shipment update</li> <li>i. 02/08/2024 – Direct Freight Express shipment update</li> <li>j. 03/08/2024 – Aus Post shipment survey</li> <li>k. 04/05/2024 – Square report for deposit made \$1798.12.</li> </ol> |   |

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|   | <p>l. 05/08/2024 – Kasi Hurley requesting a copy of May and June minutes/reports.<br/>m. 05/08/2024 – Hayley Kinnane – asking if box one materials were received.</p> <p><b>4. Outward: 10<sup>th</sup> July 2024 – 7<sup>th</sup> of August 2024</b></p> <p>a. 5/08/24 – Sara Sullivan – responding to Hayley about the Colour run box.</p>   |
| <p><b>5. Business arising from the Correspondence:</b></p>    | <p><b>4a.i Resolution:</b><br/>All Father’s Day gifts have been received and Inventory checked off. Stored for when we can come price them all.</p> <p><b>4b.ii Resolution – That: No business arising for outward mail.</b></p>   |
| <p><b>6. Table Executive Committee Decisions (if any)</b></p> | <p><b>Committee Decision Discussed and Approved:</b></p> <p>a. Approval to spend for Bunnings Sausage sizzle items.<br/>b. Purchasing for Father’s Day Gifts<br/>c. Approval to donate \$200 For Gainsborough Talent Show Prizes.</p> <p><b>All in favour YES</b></p>  |
| <p><b>7. Treasurers Report:</b></p>                           | <p>July 2024<br/><b>Expenses: \$0.00</b><br/><b>Deposits: \$0.00</b><br/><b>Bank Balance: \$22,185.62</b></p> <p><b>Discussion:</b><br/><b>Tabled discussion – which was inclusive of bank transactions up until August 7<sup>th</sup>.</b> Let it be known the true Treasurer’s report and findings above are until July 31<sup>st</sup>.<br/>The only deposits received in the month relate to fundraising money from Bunnings BBQ - 1798.12 deposited from square, Plus cash takings \$845.60. Reimbursements to be made \$799.63, split between the follow people. Rhiane \$459.01, Victoria \$167.58, Brad \$55.68, and Craig \$117.36.</p> |



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|                              | <p><b>Event: Colour Run</b><br/> <b>Event Date: November 8<sup>th</sup></b><br/> Clay and Sara have set a date and received the first promotional box. Very similar to last year, sliming, spin the wheel – instead of voting. Must ask the staff to participate. Leah suggests house captains to be slimed – parents’ approval will be required.<br/> <b>Resolution: More planning to happen for this event in the coming meetings. Advertising will be required.</b></p> <p><b>Event: Diwali</b><br/> <b>Event Date: 12<sup>th</sup> of October</b><br/> Sourcing glow products and purchasing in advance. Spikey balls, rings, swords, wands. Glasses are difficult- too much construction. We will limit items that require being put together. Diwali being at another school, we have stated glow products are being sold by the GSS P&amp;C, so other schools are aware.</p> <p><b>I Rhiane Sherriff (President),</b> move a motion to purchase the glow products prior to Diwali and ask for the executive team to sign off on invoices that get put through. Rhiane will look at last year’s purchases and order more. We sold out last year.</p> |
| <p>c. Principals Report:</p> | <p><b>Current Student Numbers: 751</b><br/> <b>Bank Balance: \$789,570.50</b></p> <p><b>Key Notes:</b><br/> School of origin: amazing day, lots of support and great involvement from Staff. GSS took out the title this year!<br/> Welcome Back: Louise Wilkinson- returned to GSS was at Labrador state school as acting head of special educations. Has been covering classes and inclusion support.<br/> Maternity Leave: Abbie Russell will be going off on maternity leave in the next couple of weeks.<br/> Bike Track: Track area will be cordoned off and have some preparation works begin in the next couple of weeks.<br/> School Opinion Survey: still chasing parents 22% of parents have completed the survey so far.<br/> Thanks for the Bunnings BBQ: Clay extends his gratitude for everyone involved, P&amp;C, volunteers and apologises again for his absence.<br/> Trivia Night: Hold off to 2025 – as the last term if jam packed with several activities already.</p>   |

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|   | <p><b>Excursions:</b></p> <ul style="list-style-type: none"> <li>• Numinbah Environment Centre (yr. 4): 22 October</li> <li>• Deadly Choices Program (Yr 2/3) – Various Dates through term 3</li> <li>• Fire Fighter Visit (Yr. 1): 6<sup>th</sup> of September.</li> <li>• Swimming Lessons (prep and yr 4) 28/10-01/11</li> <li>• Swimming Lessons (yr1/2/3): 4/11-8/11</li> <li>• Swimming Carnival (yr 4/5/6): 27<sup>th</sup> of November</li> <li>• Riding for disabled (various children) – throughout term 3</li> <li>• Precinct P ENGAGE (identified students): Term 3 and beyond.</li> <li>• Gala Sports Day (yr 5-6): various dates in term 3</li> <li>• Emu Gully Camp (Yr 5-6): 14-16 August 2024</li> <li>• Gold Coast Eisteddfod (various year levels): various dates in term 3</li> <li>• Eureka Excursion (Yr4): 4<sup>th</sup> of October.</li> </ul> <p>A true copy of the Principals Report is attached to these minutes.</p> <p><b>Principal Report Tabled and Adopted by:</b> Hannah Weinthal<br/> <b>Seconded By:</b> Kelly Reddy <b>All in Favour - YES</b></p> |
| <p><b>9. Motions on Notice<br/>(If any)</b></p> | <p>Making a Motion on Notice that the P&amp;C will pay for bears, balloons and cupcakes moving forward up to the value of \$1000 until further discussion.</p>  |
| <p><b>10. General Business</b></p>              | <p><b>Kelly Reddy – Graduation Bears Balloons and Decorations</b><br/>         Asking for money to be put towards graduation 3 full classes of graduates. P&amp;C supported last year 2023 with the bears and Balloons. We already have a moveable arch, balloons for the stage, side, and picture area. Kelly is recommending Cupcakes. Staff are the graduation committee – Last year we were looking around \$400. Rhiane will have to request a copy of last year’s minute. Rachel Blond suggests that at other schools’ costs were approximately \$1000.</p> <p>3 stream year 6 class of 2024 currently. Requesting an increase up to \$1000 to cover for future years. Which may not be the case this year.</p>   |

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| <p><b>11. Application for Membership &amp; Recording of New Members</b></p> | <p>I Victoria Davison (Secretary) motion that:<br/>No new membership applications have been received to be recorded in the membership register.<br/><b>Seconded By: Rhiane Sherriff (President)</b><br/><b>All in Favour - YES</b></p> |
| <p><b>Date of the Next Meeting</b></p>                                      | <p><b>ANNUAL GENERAL MEETING</b><br/><b>Day: Wednesday Date: 2<sup>nd</sup> October Time: 5:00pm</b></p>   |
| <p><b>Meeting Closed:</b></p>   | <p><b>Time: 5:53pm</b></p>   |

CONFIRMATION OF MINUTES

Chair Name:

Date:

Signature:

Position: