

Dumbleyung Primary School P & C

AGM & General Meeting MINUTES

Thursday 7th March 2019

	Item	Comments	Action
1	Meeting Open	9:08am	
2	Present	Suzanne Cronin, Candice Ward, Michelle Smith, Melanie Ball, Jane Coad. Carmen Bairstow (9:27am)	
3	Apologies	Roisin Ball,	
4	Minutes of Last AGM	February 8 th 2018– reference only	
5	Minutes of the Last Meeting	November 5 th 2018	MOTION: Minutes for the previous meeting held on November 5th 2018 be accepted as presented. Moved: Candice Ward Seconded: Michelle Smith CARRIED
	Business Arising	<ul style="list-style-type: none"> - Front door being locked is a safety issue. - Phones are manned as much as possible. If you can't reach the front desk, alternatively send an email - dumbleyung.ps@education.com.au or send a text message to a staff member. 	

7. INCOMING

From	Subject
Dumbleyung Primary	Thank you for donating the 2018 Book Award – K/PP Most Improved
Kevin Powell	P&C Audit Report
Dumbleyung CRC	Thankyou for your support
WACSSO	Election Results/ P&C Voice
Australian Fundraising	Fundraising ideas
First Aid Distributors	Product Catalogue
Outgoing	
To	Subject
Damion and Susi Leo (Kukerin Shade Sheds)	Requested a quote for Shade over Senior Playground.

7	Correspondence	<i>ALL FUNDRAISING BROCHURES AND FLYERS WILL BE BROUGHT TO MEETINGS SEPARATELY AND IF NOT REQUESTED SPECIFICALLY WILL BE DISCARDED FOLLOWING THAT MEETING. THESE WILL NO LONGER BE INDIVIDUALLY RECORDED.</i>	
8	President's Report	Presented by Candice Ward A copy can be requested	
9	Principal's Report	Read by Melanie Ball A copy can be requested	
10	Treasurer's Audited Financial Statement Report	<p>Suzanne Cronin presented 2018 financial report Dated 01/01/2018-31/12/2018 Operating Account \$ 3,663.78 Savings Account - \$16,575.94 Total Funds Available — \$20,239.72 A copy of report can be requested</p> <p>Shade shelter has been repaired, cost covered by P&C of \$95</p> <p>Suzanne will be reimbursed, as she paid bills privately while P&C books were being audited.</p> <ul style="list-style-type: none"> - Australia Post renewal \$35 - Stubbs Park \$70 - LW Read - Uniform order processed without order number from school to receive uniforms minus GST \$160 owed - Paper bags \$65 	<p>MOTION: That the financial report be accepted as presented. Moved: Suzanne Cronin Seconded: Carmen Bairstow CARRIED</p>

11	Election of Office Bearers	<ul style="list-style-type: none"> • President: Suzanne Cronin nominated Candice Ward, Accepted, CARRIED • Vice President: Candice Ward nominated Jane Coad, Accepted, CARRIED • Treasurer: Carmen Bairstow nominate Suzanne Cronin Accepted, CARRIED • Secretary: Candice Ward nominated Michelle Smith Accepted. CARRIED 	
12	Election of Committee Representatives	<ul style="list-style-type: none"> • Executive Committee Candice Ward, Suzanne Cronin, Michelle Smith, Jane Coad, Carmen Bairstow, Melanie Ball • School Council P&C Representative- Candice Ward • Stubbs Park delegate - Candice Ward • Uniform coordinator – Suzanne Cronin • Second Uniform Coordinator – Laura Bartram • Bus representative – Michelle Smith • Appointment of Honorary Auditor – 	
15	General Business	- Review uniform prices. Cost of shirts has increased from \$17 to \$20 (plus logo) since initial order. Will need to charge \$20 to cover cost.	Motion: Price of shirts will increase to \$20 to cover cost. Moved: Suzanne Cronin Seconded: Candice Ward CARRIED
		- Food Handling Certificate – Important information to have when catering for the public. More info at the Shire or CRC	
		- Caravan Club morning tea – cakes, slices, and savouries provided by P&C. - 90 Club members confirmed, \$10 entry for morning tea at ANZAC Assembly, Friday 5 th April. Stubbs Park - School Memorabilia to be sold on the day (mugs 2 for \$5, cook book \$5, Dumbung \$5, Wrapping Paper \$2. Bundle for \$10)	
		- Speech and Drama Catering, postpone discussion until next meeting	
		- First Aid Kit to go ahead	
		- Wise Wine Fundraiser – reassess later in the year.	
		- Council Catering decision to be made in the future depending on Council Dates.	
		- School Wish list - School Chaplain pay increased.	Motion: P&C is going to cover \$530 shortfall for Chaplain services. All voted in favour. Moved: Candice Ward Seconded: Michelle Smith CARRIED
		- Athletics and Reading Eggs subscriptions to be reviewed at next meeting. Subscription isn't due until August.	Motion: Provided the programs are being utilised. The P&C are happy to cover the cost of the Subscription. Moved : Carmen Bairstow Seconded : Michelle Smith CARRIED
		- Senior Class Leadership Camp and ANZAC Centre visit Albany, children will be taken to Movies and Field of Lights as extra activities. School is asking for \$300 from P&C.	Motion: \$300 to be given to School for trip to Albany. All voted in favour. Moved: Carmen Bairstow Seconded: Michelle Smith CARRIED
		- Shade Sail for senior playground. - Grant for School has been approved for \$12,500.00. - P&C won't pay excess to cover entire playground. Melanie to investigate other options. - Will enquire with Kukerin Shade Sheds about	

		providing Shade worth \$12,500.00.	
		- Fibreglass Slide in playground has splinters, will cost \$2000 to replace.	Motion: P&C will cover the cost of replacing the senior room playground slide up to \$2000. Moved: Carmen Bairstow Seconded: Suzanne Cronin CARRIED
16	Next meeting	TBA	
17	Meeting Closed	10.37am	