

CAPELLA STATE SCHOOL

PARENTS & CITIZENS ASSOCIATION

General Meeting - Date: 12th June 2017 **Time:** 7.05pm

Present: Sally Whelan, Tamara Horne, Trish Wilmott, Katie Moore, Carla Langtry, Anne Nixon, Tony Scott, Caroline Scott, Tara Christensen, Amanda Tasker, Kelly Wells, Naomi Randles, Phil Young, Chelsea French, Bev Cowan.

Apologies: Allan Whelan, Jayne Willey, Mel Micallef, Kelly-Ann Paragreen.

Minutes: Naomi presented the minutes from the previous meeting held on the 8th May 2017. Naomi asked that the minutes be accepted as read. Seconded: Tara Christensen.

Amendments: Nil

Business Arising:

- WIFI Update:** Wifi installation has been postponed until new financial year.
- CIJ:** Tara reported on Jayne's behalf. Everything is running smoothly, 85 stallholders booked so far. Naomi to follow up with Jayne to arrange additional insurance.
- Bushdance:** Booking of the sports pavilion confirmed. Tentative booking for singer made \$300.00 (1/2 the usual fee). Sally to arrange rosters for catering and cleaning up.
- Shade Shelter:** Discussed in conjunction with Proposed Stadium below.
- Proposed Stadium:** Sandra Morris from EQ visited CSS. Sandra agreed that the existing structure over the netball court cannot be built-in without significant upgrade and expenditure and that a new stadium would be better value for money. EQ have also decided to pay to replace all of the pipes and tap fittings at the school due to their age and the cost of continual maintenance. This means that the area behind the existing toilet block can now be utilised for the proposed stadium when the current pipework is relocated, the kids' grassed area can remain as it is and the shade shelter for the playground can go ahead as planned. It is hoped that the plumbing work can take place over the Christmas holiday period, followed by the installation of the shade shelter and then planning for the Stadium subject to funding approval. The money for the shade shelter is to be given to the school so that the school can purchase the shelter that way EQ become responsible for ongoing maintenance.
- Vegie Patch Update:** Caroline Scott is keen to get a vegie patch going with the aim of getting the kids involved and interested in where their food comes from and later on possibly supplying produce to the school tuckshop. Caroline to speak to Trish, Trish to ask Gemma about the WHS requirements.
- Fundraising Distribution – Draft Strategic Plan:** Sally has made a great start on the Strategic Plan outlining P&C background, values and goals. (Copy attached). The strategic plan will then assist to create an operational plan giving guidance to future committees regarding fundraising goals and distribution of proceeds.
- Pie Drive Update:** 476 items were ordered. Profit of \$928.00 less freight. Suggestion was made to include sausage roll and pie packs next time. Sally said that they have been excluded this time as they were too expensive. Looking for volunteers to help with the pie distribution on Thursday. Sally, Tony, Tamara, Jess and Naomi available.

Correspondence: Naomi Randles moved that the inwards and outwards Correspondence be accepted. Seconded: Amanda Tasker.

Treasurer's Report: Carla Langtry presented the Treasurer's report. An opening balance of \$22,361.32 and a closing balance of \$12,847.84 was recorded for the general account. The investment account matures on the 28/06/17. It was decided to reinvest the whole amount (balance plus interest) for a period of 3 months. Carla moved that the reports be accepted as read and asked that the accounts be passed for payment. Seconded: Bev Cowan.

A waiver for the financial audit following the adjustment to the Treasurer's Position has been sought from EQ. Trish is waiting to hear back.

Tuckshop Report: Carla presented the Tuckshop report with an opening balance of \$4265.83 and a closing balance of \$4705.66. Carla moved that the report be accepted as read and asked that the accounts be passed for payment. Seconded: Bev Cowan.

Principal's Report: Trish Wilmott presented the Principal's report [as attached].

General Business:

- 1. CWA Markets BBQ June and September:** CWA are looking for someone to run the BBQ at the community markets for June and September. It was decided that being school holidays the P&C would not have enough volunteers. Phil to thank the CWA for their offer however P&C will have to decline.
- 2. Saturday Basketball:** Mel Micallef would like to run Basketball sessions on a Saturday on the school courts. She has a blue card and her own insurance. Mel to get in touch with Trish to complete the necessary paperwork.
- 3. Grant Funding Applications:** Phil and Tony have applied for a \$35,000 grant through the Community Development Gambling fund. They have also applied for a "Good Guys" grant for a 250L chest freezer for the tuckshop.
- 4. Lunch/Playtime Routine:** Concern was raised by a parent on facebook about the lunchtime routine and food coming home from school and the child saying they didn't have time to eat. Trish responded that under the current model, kids have 20 minutes to eat after their play and that research suggests that exercise before eating stimulates digestion. Kids also have time to cool down, calm down and be ready to learn. Trish is happy to answer any further questions.
- 5. Tuckshop Convenor's Position:** Tuckshop convenors position has been advertised. 2 Expressions of Interest were received however there were no applications made. Tony and Phil are going to run the tuckshop on Friday 16th June, there is no tuckshop on the last day of term 23rd June. The position will be readvertised, however if a suitable applicant is not found the tuckshop will have to close.

Meeting Closed: 8.40pm

Next Meeting: Monday 10/07/17 at 7pm.