



8th February 2022

Draft MINUTES

Present: members in attendance

Kate Matthews (Member)	Charlotte Myers (Member)
Sarah Drummond (Member)	Leah Macfarlane (Member)
Rachel Cox (Member)	Alicia Hartley (Member)
Chloe Nicholls (Member)	Cyril Delorme – non-member
JP Bester (Member)	Sarah Daly (Member)
Hussein Ahmad (Non Member)	Anna Thomas (Non Member)
Vicki Kennedy (Non Member)	Karen Bond (Member)
Amanda Hay (Member)	Max Zadmehr (Non Member)
Jenny Keys (Non Member)	Aaron Yeang (Non Member)
Jennifer Liang (Non Member)	Simon Peric (Non member)
Fatima Kamali (Non Member)	Kate Grove (Non Member)
Hua Zhang (Non Member)	Richard Hay (Member)
Lisa Ryan (Non Member)	Andrea Chen (Non Member)

Welcome:

Opened by President Kate Matthews (KM) at 7:08pm

Apologies

Anita Bond and Anthony Lamond

Motion to accept apologies Accepted by Chloe Nicholls and Seconded by Rachel Cox. CARRIED.

Ratification of Previous Minutes

Ratification of November Minutes

Motion to accept and ratify November 2021 minutes Accepted by Rachel Cox and Seconded by JP Bester. CARRIED.

Business arising from previous minutes

Addressed in General Business as ongoing matters.

Executive Decisions

- Additional pens \$500 custom printing
- N95 masks to wear on tuckshop \$254.90

Correspondence

Inbound

1. P&C Membership applications - Selina Platz, Katie Calderwood,
2. Nicole Palmada re invoice for SisterMister Duo
3. Alice Hagen re reimbursement of expenses for long lunch
4. Aymee Hogbin - Long Lunch wrap up report
5. Emma Prior re tickets for trivia night
6. Amie Spencer re tickets for trivia night
7. Jody Timms re tickets for trivia night
8. Nicole Vincent re membership status
9. Anita Bond re draft October 2021 Minutes
10. Erika Prettejohn re Student Protection Risk Management Strategy
11. Anthony Lamond re reimbursement for trivia night expenses
12. Rebecca Donaghy re communication of end of year gifts
13. Amanda Tibbett re Friday Meal Deal
14. Amanda Hay re School Subsidy Scheme application
15. Richie Ismay re responsible marketing policy
16. Sarah Pearston re gingerbread house collection
17. Lisa Naumann re assistance with Twilight Festival 2022
18. Liz Ryan re contact details for parent network
19. Tonia Cross re parent reps for class 4B
20. Amanda Hay re P&C Levy refund
21. Staff wages and creditor expenses
22. Advertising offers and newsletters from a variety of providers including Tassija Trajkovic (Canteen snacks), Gina Cau (Sunbubs), iSponsor, Vanilla Zulu, Tastebuds, Civiq Drinking Fountains, Brightsafe, Mandy Weidmann, Fairtrade, Gingerbread Folk, Simone Sakzewski (Merlo), Oktion, Containers for Change, BrightHR, School Fun Run, Kym Crook (Australian Fundraising), Epilepsy Qld.

Outbound

1. Replies to all incoming (except advertising offers and newsletters)
2. Invitation to attend End of Year staff and volunteer function
3. P&C issued revised draft October 2021 Minutes
4. P&C issued Notice of amendments to the Student Protection and Risk Management Strategy
5. Heather Marshall re P&C parent network forms
6. Parent Network communications including appointment of prep parent reps

Motion to accept Inbound and Outbound Correspondence as true and correct accepted by Rachel Cox and Seconded by Chloe Nicholls. CARRIED.

Other business

Reports

Treasurer's Report

Executive decision was made to Purchase pens for grade 6s End of Financial year for school in strong position

Raised \$137k for school balance is around 400k at the end of the year.

Anna queried what funds will be used to spend on in the school. Kate Matthews is working with Amanda and Anita to work on priorities. These will be reported back to the P&C to discuss before proceeding. Cautious spending too much as not sure if major fundraising events will take place this year. Work with the school to work on prioritise to fundraise for a particular item.

Motion the Treasurer's Report be approved and accepted by Chloe Nicholls and Seconded by Charlotte Myers. CARRIED.

Uniform report -

New system in place for the next 4 weeks with uniform appointments only via SOBs. Flexischool orders going well. Overall a busy start to the beginning of the year.

Motion the Uniform Report be approved and accepted by Rachel Cox and Seconded by Leah MacFarlane. CARRIED.

Tuckshop report –

Open good opportunity to check volunteer vaccination certificates as not as busy over the first week with only essential children attending school. Staff used time to prepare foods and batch baking in the week. volunteers, vaccination certificates.

Motion the Tuckshop Report to be approved and accepted by Leah MacFarlane and Seconded by JP Bester CARRIED.

Motions on Notice

General business

1. **Mandatory covid vax requirements** - From 17/12/21 – Qld gov't introduced restrictions for those 16 and over who aren't fully vaccinated. P&C required to comply with requirements. All volunteers and staff in uniform shop and tuckshop or Ashgrove Aces or events need to be vaccinated. Sight proof of vaccination and note down for all volunteers. Demonstrates that we're compliant on it and can provide to authorities if necessary. Karen estimates that it will take about a month to confirm vaccination status of volunteers.
2. AGM - Tuesday the March at 6:30am followed by normal general meeting between 7-8pm. Nominations for executive positions including President, Treasurer up to 2 secretaries and as many VPs as we want. Current committee can re-apply. 2 meetings per term. Dates for future meetings will be set at AGM. Anyone interested can email or chat to one of the executives to understand what is required. Everyone will need to complete a membership form to reapply to be a member at the AGM and will automatically become a member. This will allow you to vote at the general meeting immediately following.
3. Parent Reps & network – Form went out via schoolzine a couple of weeks ago. This is an automatic opt in and can nominate a parent rep. You can email if you would like to opt-out. Good uptake on the prep parents. Will remain part of the network for whole school life. Leah queried uptake, no information yet. Prep network is up and running and going well.
4. New bookkeeper – previous bookkeeper and treasurer Alicia no longer at the school. Aaron Roberts has volunteered and undertaken handover process with Alicia to ensure smooth transition.

5. Ashgrove Aces Swim Club – Getting up and running checking the restrictions that apply. Vaccinated volunteers, unvaccinated can attend but there are some requirements to manage. Currently liaising with school.
6. Trivia night run by Anthony Lamond, at Bardon Bowls, very successful. Move to Bardon Bowls had good feedback, enjoyed entertainment everyone could relax and dance, Anthony was blown away by how amazing the dress ups were. Everyone enjoyed entertainment and stayed after the quiz for singing and dancing. Estimated \$2450 profit based on tickets sold.
7. Comedy March 19th at 6pm. Tickets on sale by weekend, \$35 per ticket via Flexischools. Nelson Twins, Anthony, Jo Groda. Great opportunity for parents to get together
8. Disco - Postponed again as it was 25 February 2022. Working on date as soon as we have an update we will run by school and will get back with a new date soon. Probably not this term.

Applications for memberships and recording of new members

Application for Membership submitted, but will be held to AGM

Date of Next Meeting

Date of Next Meeting: Tuesday, 8 March 2022, 6:30pm AGM 7pm General in the Ashgrove State School Hall.

Nominate for Executive positions by emailing nomination form to asspandc@gmail.com.

Meeting Closed

Meeting closed by Kate Matthews at 7.37pm