



24 August 2021

Draft MINUTES

Present: members in attendance

|                              |                          |
|------------------------------|--------------------------|
| Amanda Hay (Member)          | Charlotte Myers (Member) |
| Michael Boley(Non Member)    | Leah Macfarlane (Member) |
| Sarah Drummond (Member)      | Phil Langley (Member)    |
| Rachel Cox (Member)          | Anthony Lamond (Member)  |
| Kate Matthews (Member)       |                          |
| JP Bester (Member)           |                          |
| Anita Bond (Member)          |                          |
| Glen O'Halloran (Member)     |                          |
| Carla Loughnane (Non Member) |                          |
| Karen Bond (Member)          |                          |

#### Welcome:

Opened by President Kate Matthews (KM) at 7:02pm.

#### Apologies

Chloe Nicholls, Steve Toomey

#### Ratification of Previous Minutes

Motion to accept and ratify 20 July 2021 minutes. Motioned by Rachel Cox and Seconded by JP Bester CARRIED.

#### Business arising from previous minutes

Addressed in General Business as ongoing matters.

#### Executive Decisions

Employment arrangements for employees of P&C services during the Covid-19 lockdown and the subsequent sustained closure of services at Department of Education Qld direction.

End of July to beginning of August Uniform & Tuckshop and also during first week of school returning.

#### Correspondence

Inward (as listed)

#### Inbound

1. Ruby the Little Red Ice Cream Van re request for inclusion in 2022 Fete
2. Workcover Qld Interim Certificate of Insurance
3. Julian Simmonds re BBQ for the disco

4. Amanda Hay re approval of proposed P&C signage for the school
5. Heather Marshall re Booklist Provider for 2022
6. Heather Marshall re addition to Parent Network
7. Communications to the parent network re Friday cafe
8. Sharon Kalsi re technology partnership
9. Elizabeth Loos re school disco for year 6
10. Anonymous donation to P&C (\$1,000)
11. Staff wages and creditor expenses
12. Advertising offers and newsletters from a variety of providers including Australian Fundraising, TasteBuds, Technicolour Multicultural Community Festival, Gingerbread Folk, School Fun Run, Humm, Fairtrade Australia, Oktion, Natasha Westmore, Chef Mel, Playtime Market, Laura Leeson, Everything Glows, Containers for Change, Tanja Schueler (Qld plastic ban forum)

### **Outbound**

1. Replies to all incoming
2. Ruby the Little Red Ice Cream Van re Fete Committee for 2022 has not yet been convened and they may be in touch later in the year
3. Communication re rescheduling the Disco to Friday 27 August 2021
4. Employsure re worker entitlements during lockdowns
5. P&C staff re lockdown employment arrangements and ongoing closure of tuckshop and uniform shop
6. Campion re booklist 2022 arrangements
7. Amanda Hay re establishment of the Ashgrove SS Community Fund
8. Heather Marshall re technology partnership enquiry
9. Elizabeth Loos re school disco for year 6
10. P&C staff re P&C service availability for 16 August - 20 August
11. Charlotte Myers re uniform stock order for 2022

### **Other business**

Disco to be moved to week 5 Term 1

### **Reports**

**Treasurer's Report** – JP presented the report - P&C healthy cash position

Tuckshop and uniform shop outperforming 2020 financial results, Jobkeeper payments received in January 2021

Campion commission was \$3,479 this year, slightly up from \$3,403 last year. P&C received \$30,570 in parent contributions collected through the booklist ordering process, 5% increase from last year.

P&C paid \$1,972 expenses for Disco, Long Lunch and gingerbread houses and contributed \$61,260 to the school in February.

The P&C purchased a new pool shed and shelving for \$3,696 in July, utilising the final funds from the Pool Grant received in FY2020.

Fete raised \$116,000

Financial strength of the P&C will remain strong for the remainder of the year.

July expenses were higher than previous months due to annual Insurance payments Workcover of \$671 and Student Personal Accident Insurance premium of \$3,497

Covid business grant application submitted but no response as yet

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

**Uniform report** - The P & C Uniform Shop has been closed for the past two weeks following the recent Brisbane lockdown and with current restrictions in place. When we reopen any outstanding Flexischools orders will be delivered to classrooms. We have sent out an email to parents with current Flexischools orders outlining these details.

Supplies from Victorian and NSW suppliers, we are seeing some Delay with fabric travelling across border. Order has been submitted early and will arrive term 4 to ensure delivery arrive on time.

Motion the Uniform Report be approved and accepted by JP Bester and Seconded by Leah Macfarlane. CARRIED.

**Tuckshop report** – The snap lockdown resulted in a small loss of food that had been left over. The loss was under \$100 and consisted of Fruit & Veg, Milk and flavoured milks. Any orders that had been placed were able to be cancelled. No Friday Café for the time being.

ASCA's Tradeshaw for school Tuckshops has been postponed until Term 4, October 13<sup>th</sup> and Tuckshop staff are still planning to attend.

To prevent spoilage for any future lockdowns not ordering as much and using long life milk. Now that the tuckshop has reopened, double the orders have been received.

Double the orders now that tuckshop has reopened

Motion the Tuckshop Report to be approved and accepted by Rachel COx and Seconded by Leah. CARRIED.

Sponsorship report

Grants – Shed and shelving and \$96 remaining volunteer time to sit with P&C

Long lunch – not doing a raffle, YMCA providing accommodation lucky door prize.

Businesses that are struggling during lockdowns, would like to offer to support on social media

Michael raised that Sustainability working group not operating and has dropped away including Sustainable waste disposal for events. Raised that there is a Gap sustainability working group. Contact details to be sent through to Kate Matthews.

Motion the Sponsorship Report to be approved and accepted by Charlotte and Seconded by Phil. CARRIED.

Principal's Report – Anita Bond No formal report supplied.

Kate thanked the School Teachers support through the lockdown and also to talked about the focus on mental health and wellbeing of the students.

Anita thanked teachers and parent groups for providing support needed for children throughout lockdown.

Teachers were conducting lessons at school and worked over phone on weekends and long hours during the week to support children in quarantine, check in with teacher every day was so important to the children.

#### Motions on Notice

1. Motion to reappoint Campion as the booklist provider for 2022 school year.

Motion to reappoint Campion as the booklist provider for 2022 school year raised by JP Bester and Seconded by Rachel Cox CARRIED.

Check with cut off dates if it can be later. JP to follow up.

2. Motion to maintain the voluntary contribution at \$80 for one child and \$130 for a family for the 2022 school year.

Motion to maintain the voluntary contribution at \$80 for one child and \$130 for a family for the 2022 school year raised by JP Bester and Seconded by Leah Macfarlane. CARRIED.

#### General business

1. Tuckshop - Queensland's single use plastic items ban commencing 1 September 2021

Tuckshop uses biodegradable so no stock to throw out. Uniform shop bags are biodegradable

2. Tuckshop – menu discussion

Inputs social media parents reps to survey for each of the year level to get feedback.

3. Community fund, hardship and very grateful for contributions massive thank you from the family who utilised the funds.

4. Disco canceled due to COVID restrictions. Shifted to new date in week 5, term 1.

5. Comedy night canceled due to COVID restrictions. Shifted from 28 August to term 1.

6. Trivia Night: 13 November, 80s themed at Bardon bowls @ 6pm. Tickets available through Flexischools. Selection of tables (Six to a table), rather than single tickets. Food truck to be organised, alcohol can be purchased from bar.

7. Long Lunch confirmed for 5 November at Victoria Park

8. School signage is now with printers for Tuckshop and Uniform Shop

#### Applications for memberships and recording of new members

New Member application – Michael Boley approved by Leah Macfarlane and Seconded by Anthony

#### Date of Next Meeting

Date of Next Meeting: Tuesday, 9 November, 7pm in the Ashgrove State School Hall.

#### Meeting Closed

Meeting closed by Kate Matthews at 7.42pm