

DEANMORE PRIMARY SCHOOL  
PARENTS AND CITIZENS ASSOCIATION INC

## ANNUAL GENERAL MEETING MINUTES

### MEETING INFORMATION

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- Objective:**
- To promote the interest of the school, through cooperation between parents, teachers, students and members of the general community
  - To assist in the provision of resources facilitates and amenities for the school not otherwise provided for through government policy and funding
  - To serve as a public forum for the community to both express and communicate its needs to school management

**Date:** 26 June 2017

**Location:** Staff room (behind reception) – Deanmore, primarily school

**Time:** 7:30 PM – 9:00 PM      **Meeting Type:** Annual General Meeting

**Present:** Attached attendance

### MINUTES AND DECISION – AGENDA ITEMS FROM MONDAY 26 JUNE 2017

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1 Welcome and Apologies:

Meeting opened by President at 7:35

Apologies: Sam Maddern; Janelle Haines; Jade Brennan

A Nature play update presentation –

Work was completed for \$2,900; Bunnings donated stepping stones. The new area has a mud kitchen, integrates Numeracy activities include hopscotch and a truck pit.

2 Confirmation of previous Minutes – Michelle Jahn moved; Troy Vukojavich seconded  
Motion passed

3 Business arising & decision(s) out of session

**None**

4 Business arising – **See below**

5 Correspondence

*Incoming: none*

*Outgoing: none*

6 President's Report

- Quiz night was a fun night, thanks to Janell for footie juries and the team.

7 Principal's Report

- Thank you for the support for all of the events. Including HBF run for fun; Nature play area, bike racks, quiz night disco, art market.

8 Treasure Report

- Treasure Reports are attached
  - Currently, have \$25,631.43 balance with \$13,325.29.00 for distribution (see reports for details)
- Canteen accounts attached
  - Currently, have \$1844.00 balance. (see reports for details).
  - Age payables are \$1820.96

Lisa O'Callaghan will assist as treasure this term. The committee supported her nomination to Assistant treasure role.

**Motion:** (to be moved next meeting)

Moved by: Seconded:

## 9 Sub-Committee Report

### 9.1 Fundraising

- See subcommittee report for details:
  - Thanked Barbs for Cake Stalls.
  - Quiz night \$8500 net raised.
  - Events/Fundraisers
    - Entertainment book
    - ICT contributions (48 families have contributed)
    - Exploring other social event (not at same time as art market)
    - Father's Day stall 30 & 31 August 2017
    - School Sleep out 8 & 9 September 2017 (see below Deanmore Dads)
    - Art Market 1 December 2017

### Art Market

**Motion:** that the P&C allocate funding up to \$10,500.00 for Art Market 1 December 2017. (budget attached to minutes)

Moved by: Steve Schup Seconded: Nici Ogle . **Motion Passed**

Finance Coordinator needed to assist with expenses and on the night. Lisa O'Callaghan volunteered.

Volunteer coordinator needed. Wendy Rubens volunteered.

Security. Troy Vukojavich volunteered

### Father's Day stall

**Motion:** that the P&C allocate funding up to \$1,000.00 for Father's Day stall 30 & 31 August 2017.

Moved by: Barbs Harvey Seconded: Nici Ogle . **Motion Passed**

### 9.2 Newsletter/Communications

- Facebook going well received lots of hits includes weekly summaries.
- Newsletter scheduled for once a F/N. Yvette trying reach out to get information in timely and organized.

### 9.3 Deanmore Dads

- School Sleep out 8 & 9 September 2017. Cost \$25 per tent space.

**Motion:** that the P&C fund up to \$1,400.00 for Deanmore Dads sleep out 8 & 9 September 2017.

Moved by: Steve Schup Seconded: Nici Ogle . **Motion Passed**

### 9.4 Uniforms

- Nothing to Report

#### 9.5 Canteen

- Nothing to Report

#### 9.6 School Banking

- Nothing to report.

#### 9.7 Sustainability

- Thanks to P&C and Claire for the support of the school farm
- Market stall outside assembly raised \$120.00 School farm looks very good
- Kids are enjoying gardening club

#### 9.8 School Board

- Nothing to report

#### 9.9 Netball

- Raffle held and fund banked. Just over \$900 raised. Funds are used for uniforms

#### New Business

#### 10.1 Parent Education Session

- Exploring opportunities for emotional intelligence presentation for late in term 3.

DATES of general meeting 31.7.2017; Art market 1.12.17

## Action items from previous meeting(s)

Date & No.	Action Required:	Action By:
29.05.2017	Ask Wendy to accept nomination for Chair Netball subcommittee	26.6.2017 <b>COMPLETED</b> 29.05.2017 Steve to ask Wendy.
29.5.2017	Payment of Workers' Compensation	26.6.2017 Steve to submit 29.05.2019 President to follow up with Treasure.
1.5.2017	JFE contributions for previous years.	26.6.2017 <b>COMPLETED</b> 29.5.2017 Check to be confirmed received it was noted \$1381.85 commission is paid only on sales at school. It is worth reminding parent to purchase at the school shop on Tuesday to receive commission. An extra \$1,698.00 for the school could have been earned if purchased at the school. 1.5.2017 Bree to follow up with JFE to seek previous year's contribution to the P&C
1.5.2017	ITC contributions communication	26.6.2017 <b>COMPLETED</b> 29.05.2017 George will send a note drafted by Steve. From to be sent to Barf from Steve. <b>MOTION: \$20.00 to fund locked box</b> Moved: Barb Harvey Seconded Troy Vukojevich. <b>Motioned passed.</b> 1.5.2017 Steve Schupp to finalise invitation to contribute
1.5.2017	Annual information Sheet for Australian Charities	29.05.2015 - <b>COMPLETED</b> 1.5.2017 Michelle Jahn to complete and submit
27.3.2017	An email address for facebook newsletter and class reps.	29.05.2017 <b>COMPLETED</b> 27.3.2017 Steve Schupp to follow up with Amanda
27.3.2017	Discuss new skorts with Board.	29.05.2017 – <b>COMPLETED</b> – board decided to keep the current uniform. 27.3.2017 Barb Harvey will progress with board

## Attendance

Michelle Jahn  
 Steve Schupp  
 Barbs Harvey  
 Greg Downs  
 George Craig  
 Lisa O'Callaghan  
 Amanda Major  
 Lisa Mizen  
 Sarah Ruddle  
 Bree Day  
 Kaye Chapman  
 Troy Vukojevich  
 Nici Ogle  
 Karin Hunt

