

Ellison Public School P&C Association
Minutes of the General Meeting – 20th August 2014
Ellison Public School Staffroom

Meeting opened: 7.30pm

Meeting Chaired by: Rebekah Kaminski

Present: Allison Todd, Luke Morrissey, Tenille Weir, Sam Devile, Claudia Steinhoff, Jan Frape, Rob Hutchinson, Anita Ksiazek, Rebecca Harris

Apologies: Gina Frampton, Ian Frape, Adara Hartmann, Jayson Hartmann, Belinda Bishop, Gemma Rowntree

President's Welcome: We have a busy meeting with a lot to get through.

Correspondence:

- Midford uniform book received forwarded to Claudia.
- Fundraising material
- Fax from Principal School wear containing information on the UV factor of our school polo shirts. It confirms they have an 'excellent' rating.

Acceptance of previous minutes:

- Motion proposed to accept July's minutes by Tenille Weir. Seconded – Rob Hutchinson.

Business arising from previous minutes: Nil

Treasurer's Report:

- Interim report given by Sam Devile. As of 1 August the balance for the P&C is \$24548.14. Income and expenditure also given.
- Motion moved to accept the interim treasurer's report for July with a full report to be tabled next month – Jan Frape. Seconded – Rebekah Kaminski.

Sub Committee Reports:

Uniform Shop

- We have a group from UWS computing section allocated to us to design and build our website. This forms part of the course they complete at UWS. Claudia has had initial meetings with this group. The website is in its early stages it can be viewed at www.bhampson.net
- Several decisions need to be made in regards to the running of the uniform shop online, for e.g. invoicing, holding of money, PayPal accounts, sourcing of suppliers.
- Claudia queried people's preference for embroidered or screen printed emblems on shirts and also the possibility of introducing a long sleeve shirt.
- We also need to make the project harder for the students by increasing the capability of the website. It can be utilised for any P&C functions we wish. If you have any ideas please forward to Claudia.
- Motion proposed to form a small sub-committee in relation to the setup of the uniform shop – Allison Todd. Seconded- Jan Frape. Committee members are: Claudia Steinhoff, Allison Todd, Rebecca Harris, Rob Hutchinson, Jan Frape, and Rebekah Kaminski.

Trivia Night

- Very successful night which raised over \$7000.00.

Athletics Carnival

- No clear figures on money raised at this time. Estimating around \$300.00
- We had enough volunteers for the canteen on the day. The hotdogs were a good option and there was no left over stock.

Father's Day Stall

- Tenille and Rebekah have been working on the Father's day Stall. They have purchased all the stock for the day. The stock needs to be priced. We need volunteers to help on the day. The stall will be held on Thursday 4th September. Claudia and Allison have volunteered.
- Approximately \$2600.00 has been spent on stock which is consistent with previous years.

Open Day

- Open Day is on Thursday 11th September. We will be holding a cake stall again. We have the coffee man coming. We will need baked goods for the day and volunteers to man the stall.
- Goods will be priced this year instead of a gold coin donation which it has been in previous years.

New Business Arising:

Treasurer Vacancy

- Jo Allan has tendered her resignation as P&C treasurer. Resignation letter presented to meeting.

- Rebekah has stepped in and fulfilled the role in part of Treasurer in Jo's absence. This included the paying of accounts specifically related to the Father's Day Stall. Rebekah tabled a report of the cheques written and deposits made.
- Motion proposed that the emergency process put in place with the resignation of the Treasurer be ratified by the P&C – Jan Frape. Seconded - Claudia Steinhoff.
- Motion to accept the resignation from Jo Allan, with regret – Jan Frape. Seconded – Rebekah Kaminski.
- Rebekah declared the position of Treasurer vacant.
- Allison Todd nominated Luke Morrissey for the position. Luke Morrissey accepted the position.
- Procedures for the depositing of fundraising money discussed with the meeting and how it could be done better if possible.

Principal's Report:

- Thank you for all the effort over the last couple of months with recent fundraising events.
- The Special Swimming Scheme is run each year. The school offers 60 places each year but in recent years we are struggling to fill these places. Cost is \$85 for two weeks. This includes bus fare and entry to the pool. The cost of the lesson is covered by the department.
- Rob questioned whether we drop the numbers down which could possibly bring the cost down as we would only need to hire smaller buses. There was a general consensus that we keep numbers at 60 as this is an important scheme but give parents more warning and time to pay the money for the scheme. Also discussed better advertising of it.
- Stage 2 is also looking at the possibility of including swimming the sport curriculum.
- 35 iPads have been purchased by the school. As it was the P&C's fundraising goal to raise \$10,000.00 towards this it was decided to donate the money ASAP to help with the cost of this purchase. Motion proposed to draw a cheque for \$10,000.00 to give to Rob for the purchase of iPads – Jan Frape. Seconded – Tenille Weir. Motion passed.
- Rob discussed the results of the recent uniform survey. Generally across all groups, i.e. community (parents), staff and students, people are happy with our uniform. Rob to forward more in-depth results and trends to the uniform shop committee.

More New Business

- Just a reminder that another disco will be held in Term 4.
- The clothing pool is getting low. Requests for donations to be put in the newsletter and on P&C's Facebook page.
- Claudia raised the possibility of more fundraising ideas for next year that could bring greater profit i.e., fair or walkathon.

- Luke raised the fundraising opportunity that lies with Aussie Farmers Direct. If you register your school and the parents order with Aussie Farmers and nominate Ellison as their school or choice they will donate 2% of the order total to the school. Luke to look into registering Ellison PS.

Meeting Closed: 8.54pm

NEXT MEETING: Wednesday 17th September 2014