MINUTES of P&C Special Meeting held at 7:00pm at Sackville Street Public School on MONDAY 29th April 2013

1. Present
   As per attendance book.

2. Apologies:
   None

3. Confirmation of minutes
   It was moved by Carolyn Mozayani and seconded by Mandy Schouten that the Minutes of the AGM held on Monday, March 26th 2012 be read and confirmed as a true and accurate record.

4. Business arising from previous minutes:
   None

5. Treasurer’s Report:
   - The Treasurer, Amanda Langley, tabled a written report for P&C including a separate report for Day Club, Canteen, Clothing Shop. All books have been audited and are correct.
   - It was moved by Alison and Michelle that the Treasurer’s report be accepted.
   - It was moved by Amanda and seconded by Jen that the P&C purchase a $100 voucher for the Auditor, Mr Raju Patel.
   - The Treasurer is still to appoint an auditor for this year.

6. Nominations and elections:
   - Chairperson, Carolyn Mozayani, declared all positions vacant. She gave a vote of thanks to all who were involved with P&C last year.


Assistant Treasurer: Vacant


Fundraising Officer: Vacant


7. Committees:

Social & Finance: Vacant

Canteen: Mandy Schouten, Linda Franklin, Andrea Duckworth (Chairperson)

Finance & Facilities: President (Michelle Murhan) & Treasurer (Amanda Langley)

Day Club: Sharon de Silva (Chair) Christine Johnston (Bookkeeper) Jen Alton (Secretary)

Clothing Shop: TBC

It was moved by Mandy Schouten and seconded by Christine Johnston that the Committees be accepted

8. New /General Business:

- Ratification of Sub Committee constitutions for Canteen, Uniform Shop and Day Club. It was moved by Amanda Langley and seconded by Kristy Hill that the Rules/ ByLaws for Sackville Street P&C committees be ratified.

- It was moved by Carolyn Mozayani and seconded by Amanda Langley that the Asset Register Policy for P&C be accepted.

- It was moved by Amanda Langley and seconded by Alison Dunshea that the P&C open a long service leave bank account for P&C employees.

Meeting closed at 7.40 PM