### Agenda Item Discussions & Decisions

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<tr>
<th>Agenda Item</th>
<th>Discussions &amp; Decisions</th>
<th>Actions &amp; Motions</th>
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<tr>
<td>1. Present</td>
<td>As per attendance book Michelle welcomed everyone and established that there were 9 financial members present.</td>
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<td>2. Apologies</td>
<td>Nil</td>
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<td>3. Confirmation of previous minutes</td>
<td>Loretta asked how much was raised from Carnival. Amanda explained that books were with Auditor, but we may have made a couple of hundred dollars. Noted that Carnival is never a fundraising event, more a chance to give back to school community for their support all year. Year 6 hats were ordered 2 weeks ago based on reasonable bank balance at end of Dec 2014</td>
<td>It was moved by Loretta and seconded by Janet that the Minutes of the General Meeting held on Monday, 25 November, 2013, be read and confirmed as a true and accurate record. All were in favour. Motion was carried.</td>
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<td>4. Business arising from previous minutes</td>
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<td>5. Secretary’s Report</td>
<td>Correspondence received and tabled for P&amp;C Committee</td>
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<td></td>
<td>• Bank Statements</td>
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<td></td>
<td>• P&amp;C Federation magazines</td>
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<td>• Uniform Brochures</td>
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<td>• YMCA OOSH brochure</td>
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<td>• Fundraising Directory and brochures</td>
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<td>• Letter from Forum Sentencing</td>
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<td>• BAS paperwork</td>
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<td>Loretta moved to accept Secretary’s report and Amanda seconded. Motion carried.</td>
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6. Treasurer’s Report

- Amanda tabled a report.
- Discussion around purchasing receipt books. Dean suggested creating database and system for recording sales and printing receipts in shop. Some members not sure if sales figures warrant this level of input.
- Discussion around putting Uniform Shop out to tender. Benefit is no effort required from P&C and school will receive a percentage of sales. Negative is that prices will rise considerably. May need to further raise uniform prices. Will discuss further at May meeting following auditors report.

Motion was put forward by Loretta to accept Treasurers report. Jenny seconded this. All in favour and motion was carried.

Motion put forward by Amanda to pay School $150 for Library Bags out of Uniform account. Seconded by Alison. All in favour and motion carried.

Motion was put forward by Amanda to pay Karen for receipt books out of uniform takings. Seconded by Loretta. All in favour and motion carried.

Motion was put forward by Loretta to pay LW Reid invoices S10583172 for $587.84 and S10579103 for $265.93 and Cohen and Lewis invoice 00012262 for $966.90 from uniform bank account. Seconded by Kristy. All in favour. Motion carried.

Motion put forward by Amanda to pay invoice from LW Reid $1273.80 (S10585065) for Yr 6 Hats out of P&C account and invoice from LW Reid $640.53 (S10585145) for microfibre shorts out of Uniform account once they arrive and have been checked. Seconded by Alison. All in favour. Motion Carried.

7.0 Sub-Committee Reports

7.1 Day Club

- Minutes of meeting tabled.
- Discussion re recent Day Club elections and validity of results. Some voters may not have been financial members. May need another election for Book Keeper.
- 540 Gifts ordered for Mothers Day stall
- 90 Gifts still in storage from last year.
- Option for special bag for extra $1

Amanda to confirm who were financial members at Day Club meeting on 19th Feb 2014.

Michelle to consult P&C Federation regarding next step with election process.

Motion put forward by Loretta to trial special organza bags. Seconded by Jenny. Voted
with 6 in favour and 3 against. Motion carried.  
Loretta to obtain quote for 200 organza bags.  
Motion put forward by Alison to accept Day Club report.  
Seconded by Loretta. All in favour. Motion carried.

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<th>7.2 Finance &amp; Facilities</th>
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<td>• Meeting was held on Tuesday 10th December at 3pm. P&amp;C and Day Club were not present.</td>
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<td>• Monitoring meeting to be held in week 9 of Term 1.</td>
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<th>7.3 Social &amp; Finance</th>
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| • Christmas carnival - review of event  
Feedback from children all positive  
Feedback from teachers was that they were happy and thought it went really well  
Food: No option for Vegans and Not enough Halal sausages. This was due to lots of late orders on the night who wanted these items. Will need to look at better Vegetarian option for this year.  
Face Painting: Need more painters next time. About 20.  
New Ideas: Hire Candy Floss, Slushy, Popcorn machines  
• Mufti day and Disco Term 1  
Thursday 13th March  
Day time disco  
Theme: disco  
Time: K-2 12-1.15pm  3-6 1.30-2.45pm  
Cost: $3 includes fine and entry  
Volunteers: required to sell food/drinks |
| Kristy to notify Canteen re Disco times.  
Alison to do Disco flyer  
Amanda to book DJ and order confectionary through Metro Foods.  
Amanda to ask Day Club members if they can assist with Disco selling food/drinks. |

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<th>7.4 Uniform Shop</th>
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| • Stocktakes from May/June 2013 and December 2013 submitted.  
• Karen presented fabric samples for LW Reid polo option. Fabric is thinner and not as good quality as current polo. Colours are lighter or darker than current polo. Quote is $20.50 per item including embroidery. Current supplier charges $27.75 per item.  
• Karen presented option for Microfiber Jacket (2 Colours). We are currently out of stock and require a new supplier for this item. LW Reid quote is for $38.50 with |
| Motion put forward by Alison to stay with current supplier for polos. Seconded by Loretta. All in favour. Motion was carried.  
Kristy to put Expression of Interest item (regarding Microfibre Jacket) into next newsletter with tear off slip for replies. To get picture of jacket off Mr Hamilton. |
minimum order of 100. We currently sell them for $45.00 so this price could remain. Uniform shop does not have enough funds to pay for an order of $3800. Nathan suggested putting out an expression of interest to parents to gauge interest in Microfibre Jacket and then send out an order form with deposit requirement.

8. Principal’s Report
- Report Tabled
- Discussed possible ideas for Ingleburn Community of Schools. (Eg. Participation together in community events such as Fishers Ghost Parade, Ingleburn Festival)
- Discussed school logo "Sharing and Caring" and fact that it doesn't contain word "learning".

9. General Business

9.1 Planning Calendar 2014
Amanda put up calendar with P&C, Day Club and School events.
- Disco and Mufti (day event) - 13 March
- No cake day term 1
- May Money Madness to include 5c and 10c coins. Commence Thursday 1st May and Finish Friday 30th May.
- Cake Day 18th June - still to decide which year/s will supply cakes.
- **New Fundraising Event - Business Expo Saturday 13th September.**
  Invite local businesses to set up stalls promoting their businesses. School provides tables and they supply everything else. Charge fee.
  P&C could run BBQ/Drink stall?
  **Sarah, Michelle and Dean to plan this and drive it forward.**
- Term 3 is very busy financially for parents (camps, musical...) recommended putting Market Day in Term 4.
- **Fundraising for 2014 is for Air Conditioning for 8 classrooms.**

9.2 New Fundraising Options - Dean
Dean spoke about some alternative fundraising options including Crowd Funding, Fence Advertising and Funding Grants.

**All** to complete the Ingleburn Community of Schools table and return to Janet at school office.

Motion put forward by Alison to pay for Easter Eggs (522 children) with Day Club to pay for years K-2 and P&C to pay for years 3-6. Jellybeans for children with allergies. Seconded by Loretta. All in favour. Motion carried.

Motion put forward by Alison to include 10cents in May Money Madness. Seconded by Loretta. 6 in favour 3 against. Motion carried.

Motion put forward by Amanda to pay for Pizza party for May Money Madness fundraiser. Highest fundraising class from K-2 and Highest fundraising class from 3-6. Recommended by Alison. All in favour. Motion carried.

**Michelle** to forward new Day Club committee (Loretta) a copy of DEC Social Media Policy to ensure Day Club Facebook page is managed in accordance with the policy.

**Janet** to put copy of Social Media Policy on School
Discussed how we'd get businesses to pay for fence advertising.
Dean is also a graphic designer and can link the school website items to the Day Club facebook page.

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<th><strong>10. Next Meeting</strong></th>
<th>The next P&amp;C General Meeting and Annual General Meeting will be held on Monday, 24 March 2014 at 7pm.</th>
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| **11. Meeting Close** | As there was no further business, the Chairperson declared the meeting closed at 9.45pm. |