

GOOSEBERRY HILL PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INC



General Meeting Minutes – 11 June 2024

Meeting Location: *School Admin Building and Webex*

Meeting commenced: *6:30pm*

Attendance Danielle Buckett (DB), Asher Trenorden (AT), Kylie Sheridan (KS), Judith Pescodd (JP), Ceanne England (CE), Amy Glendining (AG), Anthony Bennett (AB), Tracy Park (TP), Laura Tesija (LT), Jade Johnston (JJ), Brad Saracik (BS), Kellee Kingston (KK), Lia Simmons (LS)

Acknowledgement of Country

Open and Apologies

Apologies: Sherise O’Dea (SO), Larissa Wake (LW), Jaimee Murdoch (JM), Lisa Logan (LL), Luke Butcher (LB), Ross Gallagher (RG)

1. Confirmation of previous meeting minutes (General Meeting – 30.04.24)

Accepted: KK

Seconded: CE

2. Actions arising from previous meeting minutes (30.04.2024)

- JDF reviewed by all members and to be used going forward
- WIX access shared with AG
- Clarity sought regarding canteen items. Asset Register to be completed and insurance to be obtained
- P&C systems and processes review to be discussed at the next meeting scheduled 30/07

3. Correspondence

N/A

4. Reports

4.1. Principal (JP)

- As per report
- **Motion –**
 - *That the P&C fund \$5240 to cover the cost of all incursion activities for Mooditj Boodjar Day. Moved by KK, Seconded by CE. All in favour - Passed.*
- **Motion –**
 - *That the P&C fund \$119 x 2 to cover the cost of Esky Water Coolers for sports events. Moved by KK, Seconded by JJ. All in favour - Passed.*
- **Motion –**
 - *That the P&C fund \$6000 to cover the cost of marquees for events. Moved by BS, Seconded by AT. All in favour - Passed.*

4.2. President (DB)

- As per report
- DB to talk to SO regarding website set up in relation to email communication lists
- LS to continue researching school signage
- AT to continue researching water bottle filling stations
- **Motion –**
 - ***That the P&C accept the attached JDFs for use by the Exec Committee. Moved by LS, Seconded by KK. All in favour. Passed.***
- **Motion –**
 - ***That the P&C approve the Activity Area as per the attached plan. Moved by AT, Seconded by BS. All in favour. Passed.***
- **Motion –**
 - ***That the P&C accept to fund the Activity Area stage 1 to the cost of \$25000. Moved by KK, Seconded by CE. All in favour. Passed.***
- **Motion –**
 - ***That the P&C accept to discontinue the P&C Levy on the school contributions list going forward. Moved by BS, Seconded by AG. All in favour. Passed.***

5.3. Treasurer (AG)

- As per report

5.4. Canteen (CE)

- As per report
- SO to put the old Thermomix on the FB page for parents to potentially take for a small donation.

5.5. Fundraising (SO)

- As per report
- In regards to the risk assessment point: Do events held by the P&C require a staff member or teacher on site? P&C have decided this will be assessed and decided upon on a case by case basis.
- **Motion –**
 - ***That the P&C funding committee are seeking a funding request of \$2500 to fund the purchase of items for the Fathers Day stall. Moved by AT, Seconded by KK. All in favour. Vote Passed***
- Motion –**
 - ***That the P&C funding committee are seeking approval to host a Plant Fundraiser. Moved by LS, Seconded by KK. All in favour. Vote Passed***

6. General Business

- **Motion –**
 - ***That the P&C adopts and accepts the Subcommittee Terms of References as supplied and shared by DB. Moved by DB. Seconded by AB. All in favour - Passed***
- Discussion regarding staff parking awareness
- Discussion regarding the audit. AG to investigate further.
- JJ advised the most popular workshop topic is Raising Children in a Digital World. JJ to liaise with JP to confirm a date in Term 3. JJ explained the logistics going forward.

7. Any Other Business

Next meeting: Term 3 - Week 3 – Tuesday 30 July 2024

Meeting close: 8.15pm

Signed _____

Date: _____