



**P&C General Meeting
MINUTES OF MEETING
6:00 pm Monday, 26 May 2025
Online**

1. Meeting Open

Meeting Opened By Cameron Wearing at 6:08 pm

2. Attendance & Apologies

Attended

Cameron Wearing
Christine Percy
Donna Pritchard
Georg Lippold
Jacki Schott
Jake Gallagher
Kelli Messer
Kiah Lanham
Kim Born
Maryan Waddell
Megan Towner
Rolf Sterzl
Roxanne Rosenberg

Apologies

Amanda Smyth
Amy Martin
Becky Rowe
Carla Ward
Cathie Rodrigues
Ferny Grove SHS P & C Association
Fiona Robinson
Jo Miller
Joana Kelly
Karen Wilson
Kym Benckendorff
Luke Ferdinand
Mari Low
Marie Lyster
Marie Witheyman
Nathan Percy
Nicole Crouch
Nicole Warner
Rebecca Treschman
Sarah Campling
Simon Hamlet
Theres Schulze

Signed by:
Cameron Wearing 01/12/2025
1733D266046CBBC8

Signed by:
Amanda Smyth 30/01/2026
C6717CEE1580610C

3. Confirmation of the minutes of the previous general meeting

Motions

The minutes of the meeting held on 24 Mar 2025 were a true and accurate record.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Georg Lippold

[Attachments](#)

[2025-03-24 Minutes - P&C General Meeting](#)

4. Business arising from the minutes of the previous general meeting

5. Correspondence - inward and outward

Attachments

[Sausage Sizzle CoC.pdf](#)

[RE Request for certificate of currency for Ferny Grove SHS.msg](#)

[Growing Minds Check-In flyer.pdf](#)

[05. May 28 QLD Brisbane North Tradeshow INVITE.pdf](#)

[Outward Correspondance 260525.pdf](#)

[M Towner email-PC Replacement.pdf](#)

[Canteen Freezer Quote.pdf](#)

[Hunter Promotional Products -Lanyard and Keychain quote.pdf](#)

[Inward Correspondance 260525.pdf](#)

Motions

That inwards correspondence be accepted and outwards correspondence adopted.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Kim Born

6. Business arising from the correspondence

The estimated expense for the canteen freezer repairs and timer installation is above the executive's delegation limit

7. Table Executive Committee's decisions (if any)

8. Treasurer's report and financial statement

Income down due to term break. Cash is good and business units are in profit. Tax lodgments and payments; and supplier payments all up to date.

Attachments

[Ferny Grove High School P_C Association - FGSHP_C Management Report-April 2025.pdf](#)

[May25 - Treasurers Report.pdf](#)

[balshsa_767667.pdf](#)

[financial snapshot.pdf](#)

[budget overview report.pdf](#)

Motions

That the cheques and payments drawn on the Business Operations and General Accounts for April 2025 and EFT payments as listed be ratified and that this report be accepted and included in the minutes of this meeting.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Donna Pritchard

9. President's Report

Student support program - eyes wide open social media awareness workshop. Team has been working really hard behind the scenes - changed accounting software to Xero; implemented ApprovalMax for e-approvals; and Deputy rostering and timesheet software. Need to look at adding Donna Pritchard as bank signatory to be able to load payments. Madonna has left the P&C and Kim is filling in.

Attachments

[President's Report.pdf](#)

Motions

Motion that Donna Pritchard be included as a signatory on the P&C bank accounts

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Georg Lippold

Motion that President's Report be accepted.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Georg Lippold

10. Principal's Report

A number of events and celebrations have been held since the last meeting. A recruitment process is underway to fill Scot Shorten's position as he will be taking up a Deputy Principal role at Qld Virtual Academy. The prototype hoodie has arrived. Have a guiding coalition for Shaping the Strategic Plan. Roxanne keen to be involved.

Attachments

[Principal report term 2 week 6.pdf](#)

Motions

Motion that Principals report and attachments be accepted.

Status: Carried **Mover:** Kiah Lanham **Seconder:** Roxanne Rosenberg

11. Visitors

12. Business Operations Report

Uniform shop - Madonna has now left the P&C, and recruitment to fill her position is underway. Kim is filling in. Jumper sales are increasing as the cooler months start, although there are limited stocks of jumpers, jackets and track pants available. Initial Back to School stock requirements gathering and quote requests have commenced.

Canteen/Cafe - there have been a few equipment breakdowns and repairs, looking at new fridge for SPC kitchen (quotes obtained). Events since last meeting include SLT catering, cross country ice blocks, red foods day, house cup day, ANZAC day afternoon tea, Leaf Leaders lunch, Careers' day Catering, LPSG Bunnings BBQ supplies and the Student Excellence morning tea. Thank you to the P&C staff for being versatile with shifts with Madonna leaving and Jodi on extended leave.

Attachments

[Uniform and Stationery Store Report May 2025.pdf](#)

[260525 Canteen Report.pdf](#)

Motions

That the Business Operations report be accepted as tabled

Status: Carried **Mover:** Donna Pritchard **Seconder:** Rolf Sterzl

13. Sub Committee reports and financial statements

13.1 Ag Support Group (ASG)

13.2 Languages Parent Support Group (LPSG) - Bunnings BBQ went really well

13.3 Music Support Group (MSG) - Music Concert 1 was a great success

13.4 Parent Sport Support Group (PSSG) - Looking for volunteers; Sports Award Night scheduled

14. Other reports

14.1 Grants - no grants

14.2 P&Cs Queensland - P&Cs state conference coming up early June

14.3 Chaplaincy - Dinner coming up.

15. General Business

Need to discuss adding Donna Pritchard as Bank Signatory on P&C accounts which would need to be minuted if approved. Covered in President's Report.

16. Applications for membership

Application for Simone Owens received for 2025 membership.

Attachments

[Ferny Membership Flyer.pdf](#)

17. Next Meetings

17.1 P & C Meeting - July 2025

17.2 ASG Meeting

17.3 MSG Meeting - 28 May 2025

17.4 LPSG Meeting

17.5 PSSG Meeting

18. Meeting Close

Meeting closed at 7:17 pm

Motions Summary

#	Title	Mover	Seconder	Status
	The minutes of the meeting held on 24 Mar 2025 were a true and accurate record.	Rolf Sterzl	Georg Lippold	Carried

That inwards correspondence be accepted and outwards correspondence adopted.	Rolf Sterzl	Kim Born	Carried
That the cheques and payments drawn on the Business Operations and General Accounts for April 2025 and EFT payments as listed be ratified and that this report be accepted and included in the minutes of this meeting.	Rolf Sterzl	Donna Pritchard	Carried
Motion that Donna Pritchard be included as a signatory on the P&C bank accounts	Rolf Sterzl	Georg Lippold	Carried
Motion that President's Report be accepted.	Rolf Sterzl	Georg Lippold	Carried
Motion that Principals report and attachments be accepted.	Kiah Lanham	Roxanne Rosenberg	Carried
That the Business Operations report be accepted as tabled	Donna Pritchard	Rolf Sterzl	Carried