



ASG General Meeting  
MINUTES OF MEETING  
6:00 PM Monday, 6 November 2023  
S Block Staffroom

1. Meeting Open

Meeting Opened By Karalyn Herse at 6:06 PM

2. Attendance & Apologies

**Attended**

Adrian Sands  
Carl Smith  
Jacqueline Parker  
Karalyn Herse  
Nicole Lucas  
Patrick Sheehan

**Apologies**

Corey Gieskens  
Jason Organ  
Jodi P&C Bus Ops Manager

Other Attendees - Alana Ives

**Attachments**

[2024 P&C Membership Application Renewal.pdf](#)

3. Confirmation of the minutes of the previous general meeting

**Motions**

231106-001 The minutes of the meeting held on 28 Aug 2023 were a true and accurate record.

**Status:** Carried    **Mover:** Carl Smith    **Second:** Adrian Sands

**Attachments**

[2023-08-28 Minutes - ASG General Meeting](#)

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

**Motions**

231106-002 ASG to support the purchase of the Australia Native Bee Book

**Status:** Carried    **Mover:** Carl Smith    **Second:** Nicole Lucas

231106-003 2024 Meeting dates as discussed

**Status:** Carried    **Mover:** Patrick Sheehan    **Second:** Karalyn Herse

#### Action Items

##### 221107-272 Investigate stock at Bunnings

check out Bunnings stock and ask Adrian what is suitable before we approach Bunnings for a donation, or possible purchase by AG Committee.

29/5/23 Items purchased from Bunnings. Discuss with Ag Leader on next steps for pot painting in conjunction with Bunnings workshop

28/8/23 Paint has been approved by Deputy Principal. Awaiting further action. Bunnings letter drafted.

6/11/23 Defer until 2024. Bunnings have agreed to facilitate the workshop & donate the stock. It is intended to conduct the workshop in early March. Letter to Bunnings to be sent in Feb. Adrian to follow up

**Due Date:** Monday, 19 February 2024    **Assigned To:** Adrian Sands

##### 230220-278 Investigate possible chook tractor as raffle prize with Business Manager

29/5/23 Not able to provide as a raffle prize. Corey explained what a chook tractor was. Previous Ag committee discussed donating to the Riding for Disable charity - Ag leader. More details to come.

28/8/23 Riding for the Disable are keen to take up the opportunity to fundraise using the chook tractor. Follow up with what is needed to make this happen

06/11/23 Awaiting confirmation of what is required to be organised

**Due Date:** Monday, 19 February 2024    **Assigned To:** Adrian Sands

##### 230828-316 Discussion at next ASG meeting in regards to transition from European bees to native Australian Bees

Discussion was not transition from European bees to native bees. It was to adopt native bees as well as European bees. In light of the Virola mite infestations in European bees. It would be wise to adopt native bees.

Carl presented information supporting the adoption of native bees & take up of actions to reduce Virola mite infestations. Information was presented on native bees & how FGSHS could adopt them. Additional activities could be building native bee boxes & bee friendly gardening. It was discussed that IDT may be prepared to build the bee boxes.

It was determined that investigations would be undertaken to develop the curriculum for native bee keeping. ASG determined to fund the purchase of the Australia Native Bee Book.

Adrian to investigate construction of the boxes with IDT & undertake the 1 day course with Tim Heard through PD. C Smith & A Sands to plan the curriculum design.

**Due Date:** Monday, 19 February 2024    **Assigned To:** Adrian Sands, Carl Smith

##### 230828-317 Prepare curriculum documents for composting station

Carl Smith has researched composting stations through discussions with the manufacturer. He has identified a range of education materials that are useful to the establishment of a composting station as well as curriculum design. Electronic and paper-based materials are available.

A letter has been drafted and is awaiting the Principal's signature to be sent to Bunnings requesting donation of the bins and materials to establish the composting station.

Carl discussed the concept of providing organic waste bins and an education campaign for the school to use organic waste bins correctly. Karalyn identified the Department of Environment & Science may have a support program for education on the circular economy.

Karalyn to investigate education programs from the Department of Environment & Science.

Carl to approach Brisbane City Council for donation of green bins.

Adrian Sands and Carl Smith to plan curriculum design.

**Due Date:** Monday, 19 February 2024      **Assigned To:** Karalyn Herse, Adrian Sands, Carl Smith

230828-318 ASG Secretary to ensure group email includes all committee members. Review current meeting dates & circulate additional meeting dates to committee as well as to P&C Bus Ops. Need to confirm dates are added to school calendar & website & don't interfere with any school events

Pat investigated group email address - Jacqueline Parker, Alana Ives & Carl Smith to be added.

Meetings dates were discussed to improve planning, actions, tracking and achievement of support activities.

Two meetings per term:

Term 1      5 Feb / 18 Mar

Term 2   29 Apr / 10 Jun

Term 3   15 Jul / 2 Sep

Term 4   14 Oct / 25 Nov

**Due Date:** Monday, 6 November 2023      **Assigned To:** Patrick Sheehan      **Completed:** Monday, 6 November 2023

## 5. Correspondence - inward and outward

NIL

## 6. Business arising from the correspondence

NIL

## 7. Treasurer's report and financial statement

Motion Aug, Sept & Oct23 financials - further revenue is expected in the coming month(s) from honey sales & lamb sales

EOY 2023 ASG funds to be retained for ASG activities in 2024 - motion to be moved

2024 ASG Budget notes - noted the need to include expense for honey buckets in the 2024 budget to accommodate honey sales

### Attachments

[ASG Treasurer Report Aug23.pdf](#)

[ASG Treasurer Report Sept23.pdf](#)

[ASG Treasurer Report Oct23.pdf](#)

## Motions

231106-004 Financial Reports for Aug, Sept & Oct 23 be accepted as presented

**Status:** Carried **Mover:** Patrick Sheehan **Seconded:** Adrian Sands

231106-005 EOY 2023 ASG funds to be retained for ASG activities in 2024

**Status:** Carried **Mover:** Karalyn Herse **Seconded:** Nicole Lucas

## 8. Ag Department report

Adrian presented the AG Department report

8.1 Discussion on buckets for honey sales as ASG expense given income for honey sales is credited to the ASG - include in 2024 ASG budget - discussed in ASG Treasurer section

## Attachments

Ag Department Report Nov 2023\_.pdf

## 9. General Business

9.1 2024 ASG Meeting Dates including date for 2024 Election of Office Bearers Meeting - to occur 5 Feb 2024

Karalyn discussed the ASG opportunities to support FGSHS Agriculture Department. Priorities to be revisited at first meeting 2024.

Carl Smith has drafted a letter seeking financial assistance from Mark Furner MLA for Agriculture Department. Letter to be reviewed by Adrian Sands and co-ordinated with ASG opportunities to support.

## Action Items

231106-326 Adrain Sands to investigate the Principal's support for the letter to Mark Furner MLA.

– **Due Date:** Monday, 19 February 2024 **Assigned To:** Adrian Sands

## 10. Applications for membership

## 11. Meeting Close


Meeting closed at 7:49 PM

## Next Meeting

### ASG General Meeting

6:00 PM, Monday, 19 February 2024

S Block Staffroom



19 Feb 24  
Secretary ASG

## Actions Summary

#	Title	Assigned To	Due Date	Completed
221107-272	investigate stock at Bunnings	Adrian Sands	Monday, 19 February 2024	
230220-278	Investigate possible chook tractor as raffle prize with Business Manager	Adrian Sands	Monday, 19 February 2024	

#	Title	Assigned To	Due Date	Completed
230828-316	Discussion at next ASG meeting in regards to transition from European bees to native Australian Bees	Adrian Sands, Carl Smith Karalyn Herse,	Monday, 19 February 2024	
230828-317	Prepare curriculum documents for composting station	Adrian Sands, Carl Smith	Monday, 19 February 2024	
230828-318	ASG Secretary to ensure group email includes all committee members. Review current meeting dates & circulate additional meeting dates to committee as well as to P&C Bus Ops. Need to confirm dates are added to school calendar & website & don't interfere with any school events	Patrick Sheehan	Monday, 6 November 2023	Monday, 6 November 2023
231106-326	Adrain Sands to investigate the Principal's support for the letter to Mark Furner MLA.	Adrian Sands	Monday, 19 February 2024	

### Motions Summary

#	Title	Mover	Seconder	Status
231106-001	The minutes of the meeting held on 28 Aug 2023 were a true and accurate record.	Carl Smith	Adrian Sands	Carried
231106-002	ASG to support the purchase of the Australia Native Bee Book	Carl Smith	Nicole Lucas	Carried
231106-003	2024 Meeting dates as discussed	Patrick Sheehan	Karalyn Herse	Carried
231106-004	Financial Reports for Aug, Sept & Oct 23 be accepted as presented	Patrick Sheehan	Adrian Sands	Carried
231106-005	EOY 2023 ASG funds to be retained for ASG activities in 2024	Karalyn Herse	Nicole Lucas	Carried