Ferny Grove State High School

Parents and Citizens' Association

PO Box 128, Ferny Hills, Qld, 4055

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ABN: 97 337 254 712

P&C General Meeting
MINUTES OF MEETING
7:00 PM Monday, 22 October 2018
Resource Centre

1. Meeting Open

Meeting Opened By Vanessa Baird at 7:08 PM
Vanessa opened the meeting and welcomed everyone.

2. Attendance & Apologies

Attended	Apologies
Amanda Smyth	Ann Kelly
David Thorley	Carla Rogers
Jodi Birch	Caroline Allison
Jodi Browning	Carolyn Bashforth
John Schuh	Claire Lentz
Karen Moss	Conan Jones
Kim Born	Courtney Bailey
Rebecca Rowe	Emma and Khris Bust
Steve Toomey	Fi Hudghton
Suzanne Clarke	Heather and John Darlington
Tony Clark	Jacqui Burrows
Vanessa Baird	Janine Soetens
	Janine Clark
	Jason Barry-Smith
	Jennifer Mauch
	Kevin McMahon
	Kira Kovalevsky
	Lance Nothling
	Liisa Ilov
	Linda Gough
	Liz Kubler
	Martin Horacek
	Matthew Constance
	Michelle Woodman
	Murray Belkin
	Nicole Johnson
	Robyn Cobb
	Rufus Gandhi
	Suzanne Morris

3. Confirmation of the minutes of the previous general meeting

Motions

181022-081 That the minutes as presented be accepted as an accurate account of the meeting held on 27 August 2018

Status: Carried **Mover:** Suzanne Clarke **Seconder:** John Schuh

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

4.1 Final Auditor review - Jodi Browning's recommendation following a comparison of Audit quotes is to stay with the original company Total Audit Services.
4.2 Alcohol purchases for fundraising events - new BWS account set up
4.2 Container Recycling scheme - opportunities exist for schools, further investigation will occur.

Motions

181022-082 Move that P&C continue to use Total Audit Services following an extensive audit quote review

Status: Carried **Mover:** Jodi Browning **Seconder:** John Schuh

5. Correspondence - inward and outward

Attachments

Inwards Correspondence August Sept18.pdf
Outwards Correspondence August Sept18.pdf

Motions

181022-083 That inwards correspondence be accepted and outwards correspondence adopted.

Status: Carried **Mover:** Suzanne Clarke **Seconder:** Tony Clark

6. Business arising from the correspondence

NIL

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

7.1 2018-2019 Workcover renewal over 2018 budgeted figure of $1300 - $1558.97 (gst inc)
7.2 P&C Debit card approval -Debit card is not attached to main P&C account. The account maximum is $3000 and will replace petty cash.
7.3 Girls Formal Trousers - a small order has been placed with arrival due Jan 2019
7.4 Approval for LPSG catering costs of $203.81 for German Corporation Day
7.5 Approval for purchase of new laptop, docking station & monitor for Bus Ops - final cost to P&C TBA - cost to school to purchase was $1696.53 (inc. GST)
7.6 Canteen equipment maintenance work over 2018 budgeted figure of $3600 - approval of extra $500 for 2018
7.7 Senior Awards Night - drinks for invited guests
7.8 New casual canteen assistant - with the business growing quickly, there have been discussions around having an additional 'pop up' type sales area. Looking forward, this will involve the need for an additional employee, the position has been advertised.

Motions

181022-085 Move that the Executive decisons be accepted at tabled.

Status: Carried **Mover:** Amanda Smyth **Seconder:** Jodi Birch

8. Treasurer's report and financial statement

Jodi Browning presented the report.

Attachments

Payments Aug18.pdf
Treasurers Report_October 2018.pdf

Motions

181022-086 That the cheques drawn on the Business Operations and General Accounts for the month of August, 2018 and EFT payments as listed be ratified and that this report be accepted and included in the minutes of this meeting.

Status: Carried **Mover:** Jodi Browning **Seconder:** Kim Born

9. President's Report

Vanessa presented a short report.
1. The P&C businesses are growing. We are doing a really good job as a P&C to keep the businesses going. The Executive keeps a close eye on progress and business development, hence the decision to employ an additional casual. Thank you to everyone for their support of the businesses.
2. Sub-committees - the committees are active and parents are supporting them. Acknowledge parent involvement. Currently 160 members across the sub-committees.
John added that one of the master strokes of the P&C is to have a Business Ops Manager on site.
3. New executive members will be required next year due to members moving on. Members are encouraged to consider if they may be able to consider taking on one of these roles.

10. Principal's Report

John presented his report.

Attachments

P and C 22nd Octobert.pdf

Motions

181022-087 Acceptance of the Principal's report and school finance tabled at the meeting.

Status: Carried **Mover:** John Schuh **Seconder:** Jodi Birch

11. Visitors

Welcome to Steve Toomey.
Steve reported that the school bus 767 is doing really well - almost to capacity. Take up for the service has been great.
The regular service bus 367, an hourly service over 6 days, is not doing so well and may be stopped due to lack of usage by Translink.
The population forecast for Ferny Grove and Upper Kedron is -1% (2016 - 2041)
Aqua Park at Ferny Grove in on track for completion.
Largest park in the area Honey Eater park, is proposed for playground development over the next few years.
Steve recognised the involvement of FGSHS at FGSS Festival. He commented on the excellent levels of the performances, and also recognised the performers who attended and played at the Tramway opening.

12. Business Operations Report

Jodi Birch presented the report.

Attachments

Business Ops Report Oct18 Meeting.pdf

Motions

181022-088 That the Business Operations report be accepted as tabled

Status: Carried **Mover:** Jodi Birch **Seconder:** Rebecca Rowe

181022-089 Move that the P&C provide a $100 credit incentive as a prize for early booklist orders.

Status: Carried **Mover:** Jodi Birch **Seconder:** Kim Born

13. Sub Committee reports and financial statements

13.1 Music Support Group (MSG) - report attached
13.2 Languages Parent Support Group (LPSG) - report attached - David presented the report. New fundraising ideas are being discussed.
13.3 Parent Sport Support Group (PSSG) - report attached
13.4 Ag Support Group (ASG) - report attached

Attachments

ASG Report for P&C Meeting 221018.pdf
LPSG Report for P&C Meeting 221018.pdf
MSG Report for P&C Meeting 221018.pdf
PSSG report for P&C Meeting 221018.pdf

Motions

181022-090 That all subcommittee reports be accepted as tabled

Status: Carried **Mover:** Vanessa Baird **Seconder:** Jodi Birch

14. Other reports

14.1 Grants - Volunteers Grant - no update, updates on Gambling Grant - $20 000 received, Shannon Rogers to look into piano
14.2 P &Cs Queensland - 2018 State Conference - excellent speakers, great information and networking opportunities. The school won an Instax Square camera valued at $200 for the school. Thanks to Rebecca Rowe for completing the challenge required to go into the draw.
14.3 Chaplaincy - no additional information, at the present time, Chaplaincy sits under the DP - Jane Vanelli.

15. General Business

15.1 World Teacher's Day catering on Thursday 25th October 2018 - the school contacted the P&C to fund a morning tea event for the staff.
15.2 Discussion on November meeting celebration for end of year ideas - pizza and drinks.
15.3 Canteen - last week of school opening hours, Nicole (DP) will speak to Sabina about opening until the last Thursday of term. The school is encouraging attendance until the last day. No tuckshop on Friday.
15.4 Voluntary music contribution - In the past, a $25 voluntary contribution has subsidised the program in the past. Collection of the levy by the P&C rather than via school was discussed. John to investigate.
15.5 $20 discount on Student Resource Scheme has been abolished due to the fact that the school cannot collect 2019 monies until 2019.

Motions

181022-091 Move that the P&C spend up to $1000 on the World Teachers' Day morning tea event.
Status: Carried **Mover:** Kim Born **Seconder:** Rebecca Rowe

16. Applications for membership

17. Next Meetings

17.1 P & C Meeting - Monday 26th November 2018 @ 6:30pm
17.2 MSG Meeting - Wednesday 21st November 2018 @ 6.30pm
17.3 LPSG Meeting - Tuesday 23rd October 2018 @ 6.30pm
17.4 PSSG Meeting - Monday 5th November 2018 @ 6.00pm
17.5 ASG Meeting - Tuesday 6th November 2018 @ 6.00pm

18. Meeting Close

Meeting closed at 9:19 PM
Next Meeting
P&C General Meeting
Monday, 26 November 2018
Resource Centre

N Baird. S Clarke
Signature

Motions Summary

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181022-083	That inwards correspondence be accepted and outwards correspondence adopted.	Suzanne Clarke	Tony Clark	Carried
181022-085	Move that the Executive decisons be accepted at tabled.	Amanda Smyth	Jodi Birch	Carried
181022-086	That the cheques drawn on the Business Operations and General Accounts for the month of August, 2018 and EFT payments as listed be ratified and that this report be accepted and included in the minutes of this meeting.	Jodi Browning	Kim Born	Carried
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181022-088	That the Business Operations report be accepted as tabled	Jodi Birch	Rebecca Rowe	Carried
181022-089	Move that the P&C provide a $100 credit incentive as a prize for early booklist orders.	Jodi Birch	Kim Born	Carried

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