



MSG General Meeting  
MINUTES OF MEETING  
6:30 PM Wednesday, 24 May 2023  
Auditorium

1. Meeting Open

Meeting Opened By Sue Goldberg at 6:30 PM

2. Attendance & Apologies

**Attended**

Alex Rogers  
Beatrix Hueglin  
Bernadette Dallas  
Deborah Joyce  
Nicola Seneviratne  
Nicole Warner  
Sarah Campling  
Sue Goldberg

**Apologies**

Shannon Rogers  
Vanessa Baird

3. Confirmation of the minutes of the previous general meeting

Discussion regarding subcommittee processes. Ensure to minute in meetings who is going to be purchasing items & funds being expensed are within the ratified budget. Also ensure all receipts are signed and submitted at the same time for ease of reimbursement.

**Attachments**

[2023-04-26 Minutes - MSG General Meeting \(2\).pdf](#)

**Motions**

230524-001 The minutes of the meeting held on 26 Apr 2023 were a true and accurate record.

**Status:** Carried    **Mover:** Deborah Joyce    **Seconder:** Beatrix Hueglin

**Attachments**

[2023-04-26 Minutes - MSG General Meeting](#)

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

1. Photo Boards

- Quote from Mens' Shed priced at \$2200 for 12 photo boards for Auditorium
- MSG will be required to paint them black
- materials required: Black paint, brushes or rollers and hooks for hanging
- Vanessa to purchase paint and hooks

## 2. Big Practice

- no further information
- on hold for now
- lots of changes in staffing and sickness making it difficult to organise

3. Dancing Queens - Girl's night out - can we check school calendar for Saturday 9 Sept - post Gala. Before School hols. Suggest 6.30 to 10.30 - in the auditorium - Dancing from 7-10. Other details to come but try and confirm date!

- discuss next meeting

## 4. Acoustic Treatments

- move to next meeting to discuss as Shannon absent

5. Decision about \$1000 donation - so we can send thank you

- Raffle ladies to organise thank you for donation

6. Music Concert 1 wrap up - with any notes for future

7. Instrument storeroom?

## Motions

### [230524-002 Accept Photo board quote](#)

Quote received from the Men's Shed to make 12 large photo boards for display in the Auditorium.

Motion to accept quote.

**Status:** Carried    **Mover:** Sue Goldberg    **Second:** Nicole Warner

### [230524-003 Purchase of materials for photo boards \\$350](#)

Vanessa Baird to spend up to \$350 on black paint and hooks required for new photo boards.

**Status:** Carried    **Mover:** Sue Goldberg    **Second:** Nicole Warner

## Action Items

[230222-001 Confirm cost of new photo boards](#)

Nicola to check with Shannon for quote - discussion about MSG to pay for boards at next meeting.

**Due Date:** Wednesday, 24 May 2023    **Assigned To:** Nicola Seneviratne    **Completed:** Thursday, 25 May 2023

[230322-001 Check date for The Big Practice](#)

Shannon to check 19 May for The Big Practice

**Due Date:** Wednesday, 24 May 2023    **Assigned To:** Shannon Rogers    **Completed:** Thursday, 25 May 2023

[230322-002 Check sponsorship program options for The Big Practice](#)

**Due Date:** Wednesday, 24 May 2023    **Assigned To:** Sarah Campling

[230524-001 Dancing queens fundraiser](#)

Dancing Queens - Girl's night out - can we check school calendar for Saturday 9 Sept - post Gala. Before School hols. Suggest 6.30 to 10.30 - in the auditorium - Dancing from 7-10. Other details to come but try and confirm date!

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Vanessa Baird

[230524-002 Donation thankyou](#)

Send a thankyou for the \$1000 donation

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Beatrix Hueglin, Bernadette Dallas, Nicole Warner

## 5. Correspondence - inward and outward

[Attachments](#)

[Event Involvement at School - Alcohol Sales docx.pdf](#)

[AP0568\\_Amendment to QLD Liquor Services Act \(009\).pdf](#)

## 6. Business arising from the correspondence

### 7. Treasurer's report and financial statement

7.1 Record in minutes that expenses for MC1 exceeded 2023 approved budget of \$1,200 by \$342.92 (total \$1,542.92), motion ratified at P&C May GM

7.2 Record in minutes that 2023 raffle expenses be increased to \$150 - discussion at April MSG meeting - motion ratified at P&C May GM - updated budget attached reflecting this

7.3 Move motion to accept March23 financials which were presented at the April MSG meeting

7.4 Accept April23 MSG financial report

- discussion regarding expenses exceeded approved budget. The excess was ratified by P&C

- updated budget to reflect the increase in raffle expenses as discussed as previous meeting

- Treasurers report outlining Bunnings BBQ and MC1 income and expenses presented

[Attachments](#)

[MSG Treasurer Report April23.pdf](#)

Last modified: 25/07/2023 11:14 PM

[2023 MSG Budget \(updated\) 3.pdf](#)

#### Motions

[230524-004 March 2023 financials](#)

accept March23 financials presented at April meeting

**Status:** Carried    **Mover:** Sarah Campling    **Seconded:** Sue Goldberg

[230524-005 April financial report](#)

Accept April 2023 financial report

**Status:** Carried    **Mover:** Deborah Joyce    **Seconded:** Beatrix Hueglin

### 8. Instrumental Music Report

- presented by Nicola S
- MC1 a success over two nights
- MC2 sold out
- staff to communicate to families the importance of not leaving the auditorium during a performance, and should remain for the whole performance

### 9. General Business

#### 1. Music Concert 2:

- \$750 to spend in approved budget
- allow up to \$500 for alcohol and ice purchase (Carla Rogers)
- allow \$100 for SLAB dinner - pizza (Sue Goldberg)
- no photo purchasing at this concert
- allow \$100 for purchasing of snacks (Sue Goldberg)
- no purchases required for raffles
- volunteer sign up ready to go
- Mulled wine ingredients - Beatrix to purchase and confirm with Carla

#### 2. Advanced music camp BBQ

- Sue to discuss with Megan in tuckshop options for supplying ingredients
- if the tuckshop is not a profitable option for MSG, will need to purchase ingredients
- motion to increase original allowance of \$1200 to \$2000. This is to accommodate the large number of families involved in AMC as well as increase in prices.
- Sue, Vanessa and Carla nominated to make purchases if required.
- Nicole and Sue to do a cost analysis of ingredients based on 180 burgers

Last modified: 25/07/2023 11:14 PM

## Motions

### [230524-006 MC2 Alcohol purchasing](#)

Approve up to \$500 for purchasing of alcohol and ice - Carla Rogers nominated to purchase

**Status:** Carried    **Mover:** Deborah Joyce    **Seconder:** Beatrix Hueglin

### [230524-007 SLAB pizza](#)

Approve up to \$100 to buy pizza for SLAB crew. Sue Goldberg nominated to purchase.

**Status:** Carried    **Mover:** Sarah Campling    **Seconder:** Deborah Joyce

### [230524-008 Snacks for MC2](#)

Approve up to \$100 for purchasing snacks for MC2. Sue Goldberg nominated to purchase.

**Status:** Carried    **Mover:** Beatrix Hueglin    **Seconder:** Sarah Campling

### [230524-009 Mulled wine](#)

Approve up to \$50 for mulled wine supplies - Beatrix to purchase

**Status:** Carried    **Mover:** Nicole Warner    **Seconder:** Bernadette Dallas

### [230524-010 AMC budget increase](#)

Approval to increase AMC budget from \$1200 to \$2000.

**Status:** Carried    **Mover:** Nicola Seneviratne    **Seconder:** Deborah Joyce

## Action Items

### [230524-003 MC2 Volunteer sign up](#)

Send out volunteer sign up sheet

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Carla Ward

### [230524-004 MC2 alcohol and ice](#)

Purchase alcohol and ice required for MC2. Up to \$500.

**Due Date:** Friday, 2 June 2023    **Assigned To:** Carla Ward

### [230524-005 MC2 SLAB dinner](#)

Purchase pizza for SLAB crew. Up to \$100 spend.

**Due Date:** Friday, 2 June 2023    **Assigned To:** Sue Goldberg

### [230524-006 MC2 snacks](#)

Purchase snacks for MC2. Up to \$100 spend.

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Sue Goldberg

### [230524-007 MC2 Alcohol purchase](#)

Confirm purchasing of alcohol for mulled wine with Carla.

**Due Date:** Friday, 2 June 2023    **Assigned To:** Beatrix Hueglin

[230524-008 AMC Tuckshop options](#)

Sue to discuss with tuckshop options for providing ingredients for AMC BBQ.

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Sue Goldberg

[230524-009 AMC purchasing](#)

Purchasing/organisation of ordering BBQ ingredients

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Sue Goldberg, Carla Ward, Vanessa Baird

[230524-010 Cost analysis](#)

Compare costings for BBQ ingredients

**Due Date:** Thursday, 8 June 2023    **Assigned To:** Sue Goldberg, Nicole Warner

## 10. Applications for membership

No applications



## 11. Meeting Close

Meeting closed at 7:53 PM

## Actions Summary

#	Title	Assigned To	Due Date	Completed
230222-001	Confirm cost of new photo boards	Nicola Seneviratne	Wednesday, 24 May 2023	Thursday, 25 May 2023
230322-001	Check date for The Big Practice	Shannon Rogers	Wednesday, 24 May 2023	Thursday, 25 May 2023
230322-002	Check sponsorship program options for The Big Practice	Sarah Campling	Wednesday, 24 May 2023	
230524-001	Dancing queens fundraiser	Vanessa Baird	Thursday, 8 June 2023	
230524-002	Donation thankyou	Beatrix Hueglin, Bernadette Dallas, Nicole Warner	Thursday, 8 June 2023	
230524-003	MC2 Volunteer sign up	Carla Ward	Thursday, 8 June 2023	
230524-004	MC2 alcohol and ice	Carla Ward	Friday, 2 June 2023	
230524-005	MC2 SLAB dinner	Sue Goldberg	Friday, 2 June 2023	
230524-006	MC2 snacks	Sue Goldberg	Thursday, 8 June 2023	
230524-007	MC2 Alcohol purchase	Beatrix Hueglin	Friday, 2 June 2023	
230524-008	AMC Tuckshop options	Sue Goldberg	Thursday, 8 June 2023	
230524-009	AMC purchasing	Sue Goldberg, Carla Ward, Vanessa Baird	Thursday, 8 June 2023	
230524-010	Cost analysis	Sue Goldberg, Nicole Warner	Thursday, 8 June 2023	

## Motions Summary

#	Title	Mover	Second	Status
230524-001	The minutes of the meeting held on 26 Apr 2023 were a true and accurate record.	Deborah Joyce	Beatrix Hueglin	Carried



#	Title	Mover	Seconder	Status
230524-002	Accept Photo board quote	Sue Goldberg	Nicole Warner	Carried
230524-003	Purchase of materials for photo boards \$350	Sue Goldberg	Nicole Warner	Carried
230524-004	March 2023 financials	Sarah Campling	Sue Goldberg	Carried
230524-005	April financial report	Deborah Joyce	Beatrix Hueglin	Carried
230524-006	MC2 Alcohol purchasing	Deborah Joyce	Beatrix Hueglin	Carried
230524-007	SLAB pizza	Sarah Campling	Deborah Joyce	Carried
230524-008	Snacks for MC2	Beatrix Hueglin	Sarah Campling	Carried
230524-009	Mulled wine	Nicole Warner	Bernadette Dallas	Carried
230524-010	AMC budget increase	Nicola Seneviratne	Deborah Joyce	Carried