



20191024 PFC OCTOBER - MEETING AGENDA & MINUTES

Date:	Thursday 24 October 2019	Location:	SMOC Primary School Boardroom (Tenison Wood Community)
Time:	7.30pm to 9.00pm (arrive 7:15pm)		

Next Cuppa & Conversation: Friday 8 November 2019

Present: Leon Colla, Ryan Lea, Michelle Goddard, Colleen Palmer, Karen Curson, Devi Whiltshire

Welcome, Introduction, Acknowledgement of Country and Apologies -

Apologies: Rebecca, Yvonne, Karen W, Michelle Goodwin, Belinda Wighton, Chloe

Approval items from previous meeting & business arising

AGENDA ITEMS

(Times given are a guide only)

1. Principal's Report - Leon / 7.35pm
A busy start to term four. Employment phase - 4 teachers and two deputy principals
2. Chairperson's Report inc nominations - Michelle / 7.45pm
Started off well this term - already moving through two fundraisers. Thank you to those organisers
Organisers of events please communicate with the community and update web page, Caremonkey and other means of communication. This will ensure everyone is up to date, inc Stay and Play - fruit provider for the week to post something on Facebook at start of the week to remind people that this is happening and make an announcement at community prayers that week.
AGM next month - Monday 18th November
Nominations are open. Maria will advertise in Newsletter that Noms. are open.
Belinda is happy to continue as Treasurer.
Ana will not be nominated for the position of Community Representative Coordinator. It has been suggested that this position be dissolved and perhaps turned into a Communications position
Yvonne happy to continue as Vice-Chair.
Michelle is happy to let someone else be Chair
Angie is stepping down as Board Representative

Need to review Procedural Guidelines again and look at the Communications role.
Tidy up some of the roles and nominate positions to undertake meeting duties if the nominated positions are not present. Ie. If Secretary not present, Vice Chair takes Minutes etc.
3. Treasurer's Update - Belinda / 7.55
No change to accounts in Banking
Total \$ 55,996.80

Wellbeing Projects funding has not come out yet
Future credits: Chocolate Drive and Photography weekend.

4. Board of Management Update - Angie / 8pm

No Board meeting - week five

5. Action Items from previous meeting / 8.05pm

- ❖ Stockland Grant plans for use - Leon
- ❖ Leon to investigate and report at next meeting
- ❖ School building fund account setup/accountant update - Leon
- ❖ Resolved. Information from Accountant recommends not to go ahead
- ❖ Aver and Line Photography update - Angie
- ❖ 18 families booked. 14 families presented for photos
- ❖ Feedback was that the photos were very good
- ❖ Second-hand uniform sale update - Michelle
- ❖ Julia did the sale in week one. Sold \$280 worth of uniforms
- ❖ Concrete Marking - Leon
- ❖ Leon will ring line marking man to arrange to mark now the asphalt has dried out.

6. Other Business / 8.30

Ponytails Update - Devi

Term three - \$13 commission

More to be provided by delivery to school - Devi has been asked for more stock.

Discussion around the ordering of hair ties for the new prep families to be available for the prep play dates in November and December.

Leon to advertise on Parent Information Night.

Devi to provide a flyer for the information packs for new parents

Moved: That the PFC purchase \$200 worth of hair ties for sale at the Prep Playdates. -
Passed unanimously.

Christmas picnic packs - Yvonne

Discussion about the provision of packs for the Carols night

Action: Yvonne to follow up costs and viability of providing Christmas packs

If packs are pre-packaged and refrigeration is available, then to go ahead and advertise on
QKR and move plans forward for the provision of packs.

If not pre-packed, investigate if all items can be pre-packaged then go ahead and price items.

Coffee van - used tiny rabbit - Rebecca McFarlane knows her

Michelle to ask Laura about the provision of sausages for the carols night.

2020 Calendar events inc PFC/parent survey - Ana & All

The Committee looked through the results of the PFC survey conducted earlier in the term.

General Business:

Trivia Night dinner has been completed. 6-course dinner was prepared by Steve MacFarlane
and enjoyed by all who attended.

Meeting closed: 9:24 pm

Next Meeting: AGM Monday 18th November