



Minutes of the General Meeting held 2nd November 2011

Attendance: Jenny Arthur, Mandy Irwin, Gillian McNarey, Darlene Macri, Gaye Dunshea, Carol Neary, Wendy Inwood, Rohan McAdam, Lyndall Ross (minutes)

Apologies: Debbie Walther, Craig Petersen, Margaret Sewell, Melanie Baines, Annette Matheson, Jim Browning, Darren Hamilton, Denise Chapman

Meeting Opened: 7.33pm

Acceptance of August Minutes:

The Minutes were accepted as a true and accurate record.

Moved: Wendy Inwood Seconded: Darlene Macri Carried unanimously

Business Arising:

- The shade tents have been ordered and paid for although they have not yet arrived.
- The meeting is confirmed with Paul Toole for Wed 7th December 2011. This is particularly to discuss the need for the gym (based on current enrolments and predicted growth) but it would also be an opportunity to show off other assets of the school including the Trade Training Centre.
ACTION: *Carol to contact Paul Toole to see if he can attend earlier than the usual meeting time to have a tour of the school.*
- 16 new school blazers have been ordered through Daylight (Uniform Shop). There will be a range of sizes. The navy blazer will be matched to the school uniform (skirt and trousers).
- Local Schools, Local Decisions – Mel Baines attended the information session and consultation on this proposal while Gaye was consulted as Principal. There seems to be pros and cons – most notably that teachers and Principals do not necessarily have training in large money management.
ACTION: 1. Rohan to ask Mel to provide feedback to the P&C
2. P&C to finalise a position statement and response by the end of the year
(www.schools.nsw.edu.au/lslld)
- Gaye confirmed that the school did not subsidise the football team travel - there were 2 anonymous donations. It is felt that it is too late after the event to publicise the fact that there were 2 anonymous donations.
- Wendy reported that she met with Janine Browning regarding Presentation Night and the awards being given. There will be awards for all round commitment / effort in each year. P&C will fund a prize for the Dux of 2010, commitment / effort award for one student Yrs 8- 12 (Yr 7 already have one) and a Yr 10 English award.
- Gaye and Mandy are going to meet on Tues (8/11/11) at 10am to discuss security issues in the Uniform Shop

Correspondence In:

- Fundraising promotions
- Information booklet – “Turning 18”

Presidents Report:

- As tabled by Carol Neary:
- *Thank you to the members of the executive who have so ably held the fort in my absence last term and to all members of the P&C who have obviously continued to work hard for our school.*
- *Best wishes to our Year 12 students as they finish their exams, look forward to the formal and move on with the next stage of their lives.*
- *Good luck to our Year 10 students next week as they complete the last ever School Certificate Exams.*
- *Congratulations to our new school captains and leaders.*
- *Huge thank you to everyone who helped out at the Bunnings BBQ. Excellent effort and loved the photos.*

Treasurers Report:

- As presented by Wendy Inwood:

It's been a busy couple of months with the highlight being our profit of \$523 from the Bunnings BBQ. A special thank you to Les for his organisation and everyone who supported it. We currently have \$1630 in our working account.

Following up from last meeting, I met with Mrs Browning and it was decided that apart from the Dux award, the P&C would sponsor a year 12 commitment award, a year 10 English Award and an effort award for each year from 8-11. (There is already the Bathurst Public Award for Yr 7)

I also said I'd report on the chocolates. So far this year Jasmyn has raised \$918 for us which is a fantastic effort. I mentioned that profits were down on last year when she raised over \$3000 (\$3415) but then sales were double the costs and when I checked prices recently the recommended retail for a lot of products was around a 50% mark-up rather than a 100%. I could ask Jasmyn but I think the retail prices are marked on the boxes and rather than questioning her, I want her to know we really appreciate what she is doing. By the end of the year she'll have single-handedly raised the same as 2 Bunnings BBQs. In fact I was wondering if it would be nice to give her a gift voucher to say thank you at the end of the year. I'm not sure if we've thanked her in the past or even if she has kids at the school.

Finally, DJ Weekes finished our audits. Despite significant discounts, their work for the 9 mths we had the canteen cost \$1711 while their separate audit and work for the P&C for 2010 cost \$660 with an additional charge of \$50 on top of that for an audit certificate from Westpac. If we ignore the chocolates, our fundraising for this year is about \$2600 and the P&C audit took more than a quarter of this. I need to find out if such a detailed audit is absolutely required and I'll report back.

MOTON: P&C purchase a \$50 Woolworths Gift Voucher for Jasmyn

Moved: Wendy Inwood Seconded: Lyndall Ross Carried Unanimously

Discussion occurred re auditing including whether we need to explore alternative sources and if bookkeeping or regular accounting charges would minimise costs (David Weekes is a chartered accountant). It was also felt that we may not need such extensive auditing now that the Canteen account has been wound up.

ACTIONS: 1. *Wendy to contact the P&C Federation and try to determine our financial requirements*

2. *P&C members to advise Wendy of people who may be qualified to oversee our books but may be cheaper*

3. *Wendy to purchase a gift voucher and give it to Jasmyn*

Principals Report:

- As tabled by Gaye Dunshea – copy attached

- **Statement for Canteen** – \$17018.04 (year to date from 11.2.11). The canteen arrangement continues to be working well. The school used the canteen to cater for the School Development Day.
- **Statement for Uniform shop** – \$4713.58 (with \$648 to be directed to students. Balance will be \$4065.42)

Denison College Principals Report:

- No report tabled

Fundraising:

- Chocolates – continuing to be sold at the LPI.

General Business:

- Discussion took place about the need to refurbish some of the toilets. All agreed that this project would be bigger than a P&C job

Business without notice:

- Discussion occurred about the use of the proposed hall / gym. The existing hall will primarily be a performing arts space. The gym will be large enough to cater for whole school assemblies
- Discussion about the laptop program for students including the need for students to back up their work (?school server capability) and the lack of use of laptops by senior students
- Discussion about the canteen operations. It was felt that the canteen is not operating as a healthy canteen (reports of chocolates and other goods being sold daily)

ACTIONS: *1. Gaye to review the canteen operations including clarifying what foods are being sold; worker conditions (? superannuation being paid); and that students are not being requested to serve*
2. Gaye to request that a menu be placed on the school website for parents to refer to

- Member acknowledgement. It was noted that Les Gardner and Murray Jewkes will be leaving the P&C this year. Both men have made significant contributions to the P&C including roles on the executive.

MOTION: Les and Murray to be given Life Membership of the P&C along with a small gift at the next meeting.

Moved: Carol Neary Seconded: Wendy Inwood Carried Unanimously

ACTIONS: *1. Members to email Carol if they have ideas for gifts*
2. Carol to arrange gift and contact Murray and Les re their attendance at the next meeting (they will only get an amended version of the Minutes)

Meeting closed: 9.10pm

Next Meeting: Wednesday 7th December 2011 at 7.30pm.