



## MINUTES Online Meeting via Collaborate

### Tuesday 8th September 2020

Start of meeting:	6.05pm		
Members in attendance:	Vicky Gilkes- Cox (President), Jacqueline Judd (Secretary), Renice Tumanuvao (Treasurer), Sharn Spencer (Vice-President), Peter Knowles, Sue Esposito, Sarah Powell, Mark Seijbel, Kerrie Natoli, Shannan Gniel		
Apologies	Jarrod Bleijie, Jennifer Aleo, Peter Cox, Kerri Jones		
Confirmation of minutes from previous meeting	Minutes read and accepted		
Matters arising from minutes	All matters from the last minutes are listed as our general business in the Agenda		
	Moved by: Vicky Gilkes-Cox	Second by: Peter Knowles	Carried by: Sharn Spencer
Correspondence	P&C QLD Term 3 magazine Smart Gift Ideas Fundraising Australia Gingerbread folks - Fundraising Rest - Super contributions Myob - Book keeping paperwork Commonwealth bank account statements		
	Moved by: Jacs Judd	Second by: Sharn Spencer	Carried by: Kerrie Natoli
<b>Reports:</b> College Director's Report	Kerri Jones is on leave for the final 2 weeks of term. Mark Seijbel is filling in, his Report is Attached		
	Moved by: Mark Seijbel	Second by: Renice Tumanuvao	Carried by: Sharn Spencer
<b>Reports:</b> Presidents Report	President Report attached		
	Moved by: Vicky Gilkes-Cox	Second by: Renice Tumanuvao	Carried by: Sarah Powell
<b>Reports:</b> Treasurer's Report	Treasurer Report attached		
	Moved by: Renice Tumanuvao	Second by: Peter Knowles	Carried by: Sharn Spencer

<p><b>Reports:</b> Café Report</p>	<p>Cafe Report Attached Vicky added onto details in Kristens report- As we are financially in a good spot, we are looking at the viability of the space and how it works. Currently a domestic oven and stove top are unused and taking up valuable bench space. Looking at benches on castors so things can be moved approx \$5000, this will allow them to be used when the tuckshop is renovated in the future.</p>		
<p><b>General Business:</b> Jarrod Bleijie – new and updates for our local area (permanent item on agenda)</p>	<p>Jarrod was absent tonight as he is in Parliament, Please see attached letter.</p>		
<p><b>General Business:</b> Air con update – inc. Primary, Secondary, Tuckshop &amp; IT room</p>	<p>The cooler School Government initiative is all set to start during the September holidays. All Installed by December.</p> <p>The It Room are concerned that they are not on the list for the cooler school program, the plan is to monitor the air-conditioning effects from the resource centre and go from there.</p> <p>The P&amp;C is funding the air-conditioning of the tuckshop. Quotes have been received Kristen, Vicky and Shannan met with a rep from Airmaster and have awarded the tender. Work will take place during the September school holidays. Term 4 will see a safer work environment for our staff and volunteers.</p>		
<p><b>General Business:</b> Appointment of new book keeper - Monika Hayes</p>	<p>Our newly appointed book keeper from the last meeting, Tara left after 2 weeks as the role was not suited. We have since appointed Monika Hayes as our book keeper. We had an emergency meeting on Wednesday 20th August to minute and state that Monika Hayes was our new book keeper and to officially name her and allow access to bank accounts. She has had a brief 1 day handover from Denise and she is making the role her own.</p>		
<p><b>General Business:</b> Pursuit Program / Grant update</p>	<p>Stuart Thorpe contacted us. He is having trouble sourcing required stock due to Covid. Grants have a protocol and deadline. We would like to endorse a letter to the Gambling Community fund to extend the grant. We are asking for support of the P&amp;C in writing the letter explaining the situation and asking for extended time</p>		

	Moved by: Vicky Gilkes-Cox	Second by: ShannanGniel	Carried by: Sharn Spencer
<b>General Business:</b> OSHC Update	<p>Camp Australia's tender is coming to an end. There are other schools who run their own OSHC. Now is not the time for the P&amp;C exec to take over and open the OSHC for the start of next year.</p> <p>We would like to express our hopes that any tender information that goes out to hopefully involve a relationship with our cert 4 early childhood education students. We believe forging a relationship between the OSHC and our students would be very beneficial to all.</p> <p>Camp Australia is being audited by a school exec team including the P&amp;C President prior to tenders being assessed.</p> <p>We would like advance notice of next tender so we can forge links within the school community.</p>		
	Moved by: Vicky/Jacs	Second by: Sarah Powell	Carried by: Peter Knowles
<b>General Business:</b> Letter to Peter Cox & SCC - traffic at crossings and waste bins	Missed from meeting – will add to next agenda		
	Moved by: Vicky	Second by: Jacs	Carried by:
<b>General Business:</b> Fundraising Report -Father's Day Stall	<p style="text-align: center;"><b>FATHERS DAY STALL REPORT</b> <b>Presented at 08/09/2020 P&amp;C Meeting</b></p> <p>Last week on Wednesday 2nd and Thursday 3rd September 2020 we held our annual Fathers Day stall. We had 38 classes come through in the 2 days and were very impressed with the manners and politeness of all the students.</p> <p>The stall was a great success, majority of our stock was purchased and overall the kids were happy with the stock available.</p> <p>The stall raised \$1324.60</p> <p>Thank you to all the volunteers who helped out in the stall, the corro team for promotion of the stall and all the teachers who helped move the kids through in a timely fashion. We truly appreciate it.</p> <p>Jacs Judd Secretary of Meridan State College P &amp; C Association</p>		
	Moved by: Jacs Judd/ Sharn	Second by: Clara Marshall	Carried by: Renice Tumanuvao
<b>General Business:</b> Fundraising - Election BBQ & Cake Stall	<p>31st October is the State Election - We are looking to run a bbq and cake stall as we are a polling station.</p> <p>Kerrie Jones is happy for the bbq to go ahead based on the current Covid situation. We will plan for the event and keep to our Covid safe plan. If nothing changes we will go ahead with the bbq and some cakes/slices that we will make on site as the covid situation removes the ability to ask for family donations.</p>		
	Moved by: Vicky / Jacs	Second by: Clara Marshall	Carried by: Peter Knowles

<p><b>General Business:</b> Fundraising - Gingerbread house kits</p>	<p>We have had authorisation. We were approached by Gingerbread folk - They produce make your own Ginger Bread, Vanilla, Chocolate and Gluten Free houses. At this stage we are offering to pre-order 50 packs for the school community \$35 per bundle that gives you everything you need to make a Christmas house. It's a new venture, not a huge money maker but a nice festive activity for families.</p> <p>Vicky clarifying - it is a pre-order basis. we have placed a refundable \$100 deposit, if we do not meet our 50 then we will cancel the fundraiser</p> <p>This is a Term 4 Christmas fundraiser</p>		
	<p>Moved by: Vicky/Renice</p>	<p>Second by: Sharn Spencer</p>	<p>Carried by: Peter Knowles</p>
<p><b>General Business:</b> Fundraising - College Calendar</p>	<p>Last year we made a calendar using the photography students photos. We are looking to create another calendar this year. It helps share the wonderful work of our students. Scott Broomfield is currently sourcing quotes for printing.</p> <p>We are looking to combinethe calendar and Gingerbread houses on 1 pre-order form</p>		
	<p>Moved by: Vicky Gilkes-Cox</p>	<p>Second by: Sharn Spencer</p>	<p>Carried by: Clara Marshall</p>
<p><b>General Business:</b> Fundraising - Christmas Stall</p>	<p>We are bursting at the seams with stock. Mothers day stock was ordered this year prior to Covid shut down therefore the stall did not run. We are looking to safely store that so we are ready to go next year.</p> <p>We would like to run a Christmas stall much like our Fathers day stall. We have had the suggestion of fill a bag for \$10 - we can't quite do this due to the quality of our stock being of more value but we will group things together and make bundles.</p> <p>All Subject to Covid situation</p>		
	<p>Moved by: P&amp;C Exec Team</p>	<p>Second by: Sarah Powell</p>	<p>Carried by: Clara Marshall</p>
<p><b>General Business:</b> Fundraising - Christmas Raffle</p>	<p>Along with the stall we would like to run a Christmas raffle.</p> <p>We have a donated handcrafted necklace that will be 1st prize along with other bonus items that we received through our stall orders.</p> <p>All Subject to Covid situation</p>		
	<p>Moved by: P&amp;C Exec Team</p>	<p>Second by: Clara Marshall</p>	<p>Carried by: Sarah Powell</p>

General Business	The school is introducing Qkr app for 2021. There is no account fees to parents, just a monthly fee that the school covers. Once it is all set up and running smoothly, Shannan has suggested P&C revisit the use of it in our tuckshop.		
	Moved by: Shannan Gniel	Second by: Sue Esposito	Carried by: Clara Marshall
Our 2021 Festival	<p>Renice wondering - Next Festival - Have we settled around a possible date?? Yes it's a year away but that year will go fast</p> <p>Vicky asked Mark to put on agenda for next exec meeting. Mark advised it was talked about at the last exec meeting, no date had been settled upon.</p> <p>Mark to talk to Lorraine Lehmann HOD. Mark suggested early term 4. Mark will talk to team and get back to us.</p>		
Security Fence	Updated last meeting. We were hopeful for this year but it's looking like it will be 2021.		
Close meeting	<p>Next Meeting Tuesday 13th October 2020 6pm</p> <p>Platform TBC</p> <p>Meeting Closed at 6:56pm</p>		