Meeting was called to order by Angie at 6.35pm.

**ATTENDANCE**
8 people were in attendance as per the attached attendance sheet and there were 4 apologies.

**MINUTES OF PREVIOUS MEETING**
The minutes of the previous meeting held on the 10th May 2012 were circulated.

*Motion: Minutes of the meeting held on the 10th May 2012 were a true and accurate representation of the proceedings of that meeting and be accepted. Moved by Michael, seconded by Kylie. Motion carried.*

**BUSINESS ARISING FROM MINUTES**
- **Letter to Councillor Fisher** - Complete – A letter was sent to Councillor Fisher requesting comment on Safe ST meeting issues raised ie. yellow line marking Beasley/Moyle/Murphy Street area, extension of bus zone and traffic officer attendance.
- **Staff wish list for P&C** - Complete – Payment has been made and Leisa will update P&C accordingly as purchases are progressed.
- **Cartridge World** - Complete – Note has been placed in newsletter promoting discount available for school community.
- **Geordie Street footpath** - Complete – This item will be an agenda item at the next Safe ST meeting.
- **Sport’s day coloured shirts** - Complete – This item will be an agenda item early 2013 to plan the purchase of stock to on-sell as a fundraiser.
- **Traffic DVD** - In Progress – DVD’s are being copied.
- **Draft P&C Financial Support Policy** – In Progress – Executives to finalise the two current drafts into one final agreed policy.
- **‘Sour Pops’** – In Progress – Christine seeking supplier.
- **Aerating the oval** – In Progress – Letter of request has been sent to Councillor Fisher to arrange another suitable time for this to occur.
- **STOP, DROP & GO** - In Progress – Waiting on the signage to be installed in loading zones.
- **Gift for Councillor Brady** – In Progress – Leisa to arrange FSS mug and chocolates as token of appreciation of support.
- **Year 7 camp fundraising guidelines** - In Progress – Angie to draft a set of guidelines for comment.
- **Movie Night** – In Progress – Matt to contact cinema for further details
- **Crazy Camel Fundraiser** – In Progress – Pam to follow up on details of fundraiser.
- **Working bee to paint tuckshop** – In Progress – Date yet to be determined.

**CORRESPONDENCE**
There was no business arising from Inward and Outward correspondence. Both the Inward and Outward Correspondence Reports are attached.

*Motion: Inward and Outward correspondence reports are accepted. Moved by Pam, seconded by Michael. Motion carried.*

**EXECUTIVE DECISIONS**
There were no executive decisions external to this meeting.
REPORTS

Treasurer’s Report
One report was submitted at this meeting for the 1st January – 14th June 2012 period. See attached Treasurer’s Report for full details. A summary from the report includes:

Main items of income-
- $195 was collected from the building fund promotion.
- $239.25 was banked from Paul’s Collect-a-cap promo.

Main item of expenditure-
- $543 to purchase movie tickets for spellathon prizes.

Our cash at bank = $165,205.82

Motion: The Treasurer’s Report and all payments out are accepted. Moved by Kylie, seconded by Michael. Motion carried.

Principal’s Report
See attached Principal’s Report for full details. A summary from the report includes:

- Slab for handball courts is ordered.
- The school annual report for 2011 was circulated amongst executives prior to the meeting and tabled for further discussion.

Motion: The School Annual Report for 2011 is accepted. Moved by Kylie, seconded by Michael. Motion carried.

- Cent sale on track and advertised. Not many prizes have been received to date.
- Report cards are due home week commencing 18th June 2012.

Parent Club Report

- Mother’s day stall raised $1309.70. Gifts left over will be going towards cent sale prizes.

Tuckshop Report

- The pie oven in the tuckshop is faulty (tripping safety switch) and under repair. If repair is not possible a replacement has been sought and will cost $770.
  Action: Pam to sort out insurance details and forward details to Angie.
  Action: Mick to organise a QBuild electrician.

- Arrangements for sports day food were successful and will be implemented again in 2013.

- Hats and shirts (sizes 6 & 8) are now all in stock.

GENERAL BUSINESS

Councillor Neil Fisher
Councillor Neil Fisher will be attending all meetings where possible. Councillor Fisher requested all meeting minutes, remaining meeting dates for 2012 and school newsletters be forwarded as available.

Action: Pam to forward dates to Councillor Fisher and minutes as per meetings.

Local laws officers will be requested (for pick up times) to improve general traffic behaviour.

Additional parking area options were discussed around the Joyce Hardy Park.

Action: Leisa to forward a letter to Councillor Fisher with details to take to council.

A tree planting day will be held on the 29th July at 11.00am. School captains will be asked to participate
and represent the school on this day.

**Term 2 Fundraisers - Cent Sale**
- The cent sale is planned to be held 22 July 2012.
- Insurance needs to be looked into for this event. **Action: Angie to confirm this with Marsh Insurance.**
- Introduce class pizza party incentive for the most donations received for cent sale. **Action: Kylie to purchase 10000 cent sale tickets.**
- ***Action: Pam to contact Bauhinia House to enquire about attendance numbers to cater for and recommendations for afternoon tea.***
- **Action: Pam to look into chocolate fundraiser to on-sell at the cent sale.**
- **Action: Cent sale preparation meetings will be held on both Friday 13th and 20th July to ensure everything is on track.**

**Tuckshop**

Committee volunteers have been advised of the potential casual position available. There have been no expressions of interest to date. **Action: Angie to draft a Position Description.**

**Sports day**

A request to have an itinerary for pre-held sports day events was discussed so parents can support. Leisa will discuss this with the PE Teacher for 2013.

**Parent Club Funds**

The Parent Club bank balance is currently at $7000. The agreed balance for this account is $5000. **Motion: To spend $2500 of Parent Club funds on home readers. Moved by Kylie, seconded by Leisa. Motion carried.**

**Shade Structure at Frenchville Road pick up zone.**

A final proposal was circulated to reuse the old shade structure currently being stored under A block. This project will be implemented over a couple of stages. **Motion: To implement stage 1 of this structure. Moved by Errol, seconded by Leisa. Motion carried.**

Meeting closed at 7:55pm

These minutes are a true and correct record of the meeting:

Signed _____________________________________(P & C President)

The next P&C Meeting will be 12th July 2012.