Meeting was called to order by Angie at 6.40pm.

ATTENDANCE
12 people were in attendance as per the attached attendance sheet and there was 1 apology.

MINUTES OF PREVIOUS MEETING
The minutes of the previous meeting held on the 9th August 2012 were circulated.

Motion: Minutes of the meeting held on the 9th August 2012 were a true and accurate representation of the proceedings of that meeting and be accepted. Moved by Kylie, seconded by Leisa. Motion carried.

BUSINESS ARISING FROM MINUTES
- **STOP, DROP & GO signs** - In Progress – Trevor Neumann to follow up the possibility of getting FSS one more set of signs for this zone.
- **Child care vans/Parking on Frenchville Road** - In Progress – Trevor Neumann will follow up on the possibility of extending the current signs time limit from 5 to 15 minutes. This will allow the carer’s adequate time to drop off their children in a safe and compliant manner.
- **Child care vans/Parking on Frenchville Road** – Complete- A letter was sent to Sunbus confirming the details and outcome of this issue. The letter also confirmed this issue had been discussed at the Safe ST meeting with confirmation from Queensland Transport.
- **Joyce Hardy Parking proposal** - In Progress – P&C to persist with pressure for a response on this issue from both Council and Federal Member.
- **Traffic DVD** - In Progress – As per the above Safe ST minutes. Bill Smith and Kent Murray will then arrange for DVD’s to be 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.
- **Year 7 camp fundraising guidelines** - In Progress – Angie to draft a set of guidelines for comment.
- **Tennis Court Keys** - In Progress – Waiting on final confirmation from Ros to establish new key holders.

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 Matt. 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 – 13th September 2012 period. See attached Treasurer’s Report for full details. A summary from the report includes:

Main item of income-
- $3140 was banked from our ticket sales for the Madagascar movie event.

Main item of expenditure –
- $16255.00 for purchase of the second fan in the SAC.

Our cash at bank = $155,450.97

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

**Principal’s Report**
See attached Principal’s Report for full details. A summary from the report includes:
- Showcase judging on the 12th October 2012
- New website published and operational
- Siting approval has been received for the covered areas beside the pickup/drop off zone.

**Parent Club Report**
Father’s day stall made $1131.20 which is up on previous years. Additional gifts had to be purchased on the day and volunteers were plentiful.
The next dance party date was confirmed and set for the 9th November 2012. There will be no theme.

**Tuckshop Report**
Book pack tenders have been announced and a note placed in the newsletter re their availability. An order form for book packs will be distributed week 1 of Term 4. The mobile eftpos unit was discussed again for convenience to the school community for purchases at the tuckshop.

*Motion: The P&C purchase this mobile eftpos unit to be used for purchasing book packs and/or uniforms at the tuckshop. Moved by Kylie, seconded by Matt. Motion carried.*

**Action:** Kylie to proceed with purchase.

A uniform order sheet was circulated for feedback. This form will be available on the new FSS website and be distributed at the PREP information day in December. This new form requires all stock (ie jumpers and skorts) to be available all year around which poses storage issues at the tuckshop. A large order has been placed in preparation of 2013.

**Action:** Angie and Chris to inspect the lockable storage area above the tuckshop on Monday.

The remaining Cadbury fundraising chocolates will be sold on the last day of Term 3 for $1 at the tuckshop.

Rhonda Green has commenced the assistant convenor role on the 3rd September 2012. Chris will undergo the tuckshop menu prices review post Term 3 and then make the menu available on the website.

**GENERAL BUSINESS**

**Councillor Fisher**
Council law enforcement officers have been patrolling the schools parking areas in the morning and afternoon over the last couple of weeks and observed many repeat offenders. An unmarked vehicle will patrol these areas into the future and fines will be issued. ‘No parking’ signs will be explored for the grassed island in the Frenchville Road pick up zone.
The Joyce Hardy park proposal will need to be discussed with the State Member. However Councillor Fisher did advise given the current economic climate, this project is not entirely feasible given the associated costs.

Bush fire trails have been implemented around the school boundary for emergency vehicle access.

**Action:** Pam to send Councillor Fisher next meeting dates again.

**Bunning’s sausage sizzle**

**Action:** Pam to resubmit an application for a 2013 sausage sizzle at Bunning’s.

**Tuckshop payments and processing procedures**

The Cheque payments for supplies process needs reviewing now that Rhonda is on the team as assistant convenor.

*Motion: To endorse both Christine Hill and Rhonda Green to be able to sign a cheque on delivery of goods. This will alleviate the role of the tuckshop treasurer to only act in an audit/reconciling role for payments.* *Moved by Leisa, seconded by Mick. Motion carried.*

**Shade structure/Frenchville Road pick up zone**

Volunteers are still required for the 22nd October 2012, 9.00am – 12.00pm. Acro props are also still required.

**Action:** Leisa to organise for all equipment to be out on Friday afternoon.

**Action:** Volunteers so far include Matt, Mick Zahra, John and Michael Neaton.

**Crazy Camel fundraiser – Term 4**

A note will go in newsletter, first week of Term 4 promoting this fundraiser. Artwork will get completed at home and returned with $10 to proceed with the order.

**Action:** Pam to organise note for promotion in newsletter.

**Action:** Pam to distribute paperwork via classrooms. Art work gets returned 2nd November 2012.

**Movie Fundraiser**

To date ticket and food combo sales are projected to generate approximately $750 profit. Both sessions are now open to public due to low numbers.

**Fans and general maintenance in the SAC**

The second fan has been installed in the SAC as planned. A quote of $5,500 has been received for repainting the SAC. As discussed at previous meetings this has been on the list as part of general up keep of this area. The painter is also able to complete the job over the coming school holidays.

*Motion: The P&C accept the quote of $5,500 and proceed with getting the SAC painted over the school holidays.* *Moved by Matt, seconded by Kylie. Motion carried.*

**Parent Club Bank Account**

The account balance has reached $8000. Investing in school resources is the Parent Club’s priority when this account exceeds $5,000 and Leisa was asked where these funds are best placed.

*Motion: To donate $5,000 to FSS to go towards the printing and laminating budget. This has increased substantially with the new curriculum requiring limited to no text books for students. A percentage of the funds will also purchase screen protectors and covers for the ten new iPads that have been received by the school.* *Moved by Matt, seconded by Kylie. Motion carried.*

**Action:** Kylie to arrange for donation.

**Meeting closed at 8:50pm**

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

Signed ________________________________ (P & C President)

The next P&C Meeting will be 11th October 2012.