Meeting was called to order by Matt at 6:30pm

GENERAL MEETING

ATTENDANCE
Nine people were in attendance and there were two apologies.

BUSINESS ARISING FROM MINUTES

Uniforms - Complete - Stewart’s are selling FSS shirts again. It is no likely that P&C will receive payment for the use of the FSS logo in the immediate future.

Councillor’s discretionary funds - Complete - A letter was sent seeking funds for additional seating, within the grounds, to provide outdoor learning areas from Councillor Fisher’s discretionary fund.

Local laws officers - Complete – Per newsletter correspondence local laws officers have been in force around the school to improve general traffic behaviour. A number of parking fines were issued, along with a number of frightening scenarios witnessed. This has seen council seeking a police presence around the school in the future.

Tuckshop – In Progress – FSS is still making arrangements to purchase surplus zip boiler off P&C. The boiler is to be installed in the staffroom.

Missing Drop sign from pick up zones - In Progress- Source a quote from Gracemere Sheet Metal and printer’s on East Street to resupply the sign. The sign must have rolled edges and graffiti proof finish. The quote needs to be forwarded to Trevor Neumann.
Action: Pam to organise.

Traffic Count - In Progress - Traffic counters will be placed on Frenchville Road to re-evaluate the traffic issues along Frenchville Road. The data collected will details the quantity of vehicles in addition to travelling speed.
Action: Councillor Fisher will share the data collected with P&C once finalised.

SAC Fridge - In Progress - Chris will try and source a quote on a 3 door fridge to replace the tuckshop fridge. The existing fridge will then be located to the SAC when it fails.
Action: Chris to seek quotes from suppliers

MINUTES OF PREVIOUS MEETING
The minutes of the previous meeting held on the 3rd April 2014were circulated.
Motion: Minutes of the meeting held on the 3rd April 2014 were a true and accurate representation of the proceedings of that meeting and be accepted. Moved by Kylie, seconded by Mick. Motion carried.

CORRESPONDENCE
Both Inward and Outward correspondence reports were presented and are as per the attached.
Motion: Inward and Outward correspondence reports are accepted. Moved by Pam, seconded by Mick. Motion carried.
EXECUTIVE DECISIONS
There were no external decisions to this meeting.

REPORTS

Treasurer’s Report
One report was submitted at this meeting for the 13th February – 8th May 2014 period. See the attached Treasurer’s Report for full details. A summary from the report includes:

Main items of income-
• $2,067.45 from Easter raffle, dance party, sausage sizzle and icy cup sales.

Main items of expenditure –
• Nil

Net profit for 2014 to date is $26,521.26

Our cash at bank = $179,872.27

Motion: Treasurer’s report is accepted. Moved by Kylie, seconded by Mick. Motion carried.

Principal’s Report
See the attached report for the full details of the Principal Report. A summary includes:
• Life Education van temporarily booked for Term 4, 2015.
• Year 2 Heritage Village excursion was successful
• Reading Knights 1st celebration breakfast
• Mother’s Day Stall – thanks to Marita and Kelly
• Raffle tickets coming soon

Motion: Principal’s report is accepted. Moved by Leisa, seconded by Mick. Motion carried.

Parent Club Report
No Parent Club report was presented at this meeting.

Tuckshop Report
• Sports Day arrangements are on track for 17th June
• Confusion with spellathon incentive tuckshop vouchers. In 2015, Kylie will issue tuckshop vouchers directly to reduce double handling.

Motion: Tuckshop report is accepted. Moved by Chris, seconded by Natasha. Motion carried.

GENERAL BUSINESS

Purchasing Policy
This new policy has been introduced to provide P&C’s a clear direction on how to ensure no bias and transparency when seeking quotes on works and products. The Purchasing Policy has been discussed at length by all members present.
Motion: The P&C will be adopting this Purchasing Policy to assist will all future purchasing decisions for Repairs and maintenance, uniforms and book packs etc. Moved by Angie, seconded by Natasha. Motion carried.

Action: Matt to confirm with Gavin/Inferno that he complies with the code of conduct referenced within the Purchasing Policy.

Action: Pam to add uniform tender process to August agenda.

Electronic sign application
No feedback has been received to date on this application re its success.

Councillor Fisher Update

Child Care Centre Update
The town planners have requested the developer to redraft the proposal of the centre, to not have traffic exiting onto Frenchville Road.

Parking at the School
Signs notifying families of alternate parking areas available will be implemented within the July 2014 Council budget.

Patron

Jan Plumb has been nominated to become a FSS Patron. Jan has a very strong musical background and is a good ambassador for our students. She has been volunteering for some time with the school choir.

Motion: To accept Jan Plumb as a Patron of Frenchville State School. Moved by Leisa, seconded by Angie. Motion carried.

Secretary position

Pam Jeffery resigned from this role and was actively seeking a replacement. This available position was noted in the newsletter, calling for volunteers. The executives accepted Pam’s resignation at this meeting. Leisa declared the position open and called for any nominations from the floor.

Jody Grayson was nominated by Pam and seconded by Mick. Jody accepted this nomination. No further nominations were submitted.

Motion put forward to accept Jody as Secretary for 2014. Motion carried.

Action: Pam to seek form from QCPCA to update details
Action: Pam to forward Jody’s email address to Executives and update contact details.

Manpower Sponsor
This company has offered potential sponsorship for any future events the P&C may be organising.

Meeting closed at 8:00pm.

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

Signed _________________________________ (P & C President)
The next P&C Meeting will be 12th June 2014.