



## P&C Association Meeting Minutes 26 May 2021 at 6.00pm

### Opening

The meeting of the Baringa State Secondary College P&C Association was called to order by the President at 6.02pm on Wednesday 26 May 2021 in Baringa State Secondary College, Student Centre.

### Present

All present is recorded on the sign in sheet of 26 May 2021

### 2 Apologies

Jo Wilson	Noleen Eden	Karen Hoult	Tylena Pouhila
Helen Boyd	Matt Samson	Pip McKinley	

### 3 Approval of the previous minutes

<b>Motion: That the minutes be accepted as a true and correct record of the meeting.</b>
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<b>Moved by:</b> Shayne Roulston	<b>Seconded by:</b> Sam Burchall	<b>Carried:</b> Yes
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### 4 Business arising from the minutes of the previous general meeting

- none

### 5 Correspondence received since the previous general meeting -

- Various emails re Mother's Day High Tea tickets
- Various emails from fundraising companies
- Various emails relating to opening of Wunya Café and the final menu
- Krispy Kreme Fundraising booking confirmation
- Email re laptop for café Convenor confirming it has been ordered
- Email confirming the eq.edu email is up and running for the P&C

### 6 Business arising from the correspondence

- Krispy Kreme Fundraiser coming up in June
- Munch Monitor was set up
- Café is now up and running

### 7 Table of executive committee's decisions (if any)

An Executive member loaned the P&C money to purchase Thermomix and Nisbets order to allow the Café to open, this will be repaid as soon as the donation from the school has been received. The Business Manager advises that the donation from school was transferred today.

### 8 Treasurer's report and financial statement and any business arising from these.

Treasurer's report on file and available on request.

<b>Motion: That the treasurer's report be accepted as a true and correct record at the time of the meeting.</b>
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<b>Moved by:</b> Deb Hardie	<b>Seconded by:</b> Mitch Mullen	<b>Carried:</b> Yes
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**9 Working Group reports and financial statements and any business arising from these**

- Fundraising working group report on file and available on request.

<b>Motion: That the Working Group Report be accepted as accurate</b>		
<b>Moved by:</b> Emma Clarke	<b>Seconded by:</b> Shayne Roulston	<b>Carried:</b> Yes

**10 Other Reports**

**Principal's Report presented by Matt Samson**

- a) **On file – available to view by request.**

**Business Manager's Report presented by Cailin Butterworth**

- a) Due to no electronic BM report being accessible, the following was discussed.

Currently preparing for the 2022 budgeting process along with reviewing the Student Resource Scheme, as last year it was estimated and is under what the resources purchased for the curriculum was so likely there will be an increase in the fee for 2022. Also Stage 2 infrastructure team will be visiting this coming Monday for feedback for stage 2 plan. Proposed to change initial plan to fit out the front of the college to build a student services centre which will be a hub for support team and possibly a staff area too. Senior workshops will be built next year along with a visual arts centre and perhaps another building out the back of Block E. The last thing for today is the school has transferred the loan money through to P&C today.

<b>Motion: That the reports be accepted as per above.</b>		
<b>Moved by:</b> Deb Hardie	<b>Seconded by:</b> Shayne Roulston	<b>Carried:</b> Yes

**11 Motions on Notice**

<b>Motion: That there are no Motions on Notice yet</b>		
<b>Moved by:</b> Sam Burchall	<b>Seconded by:</b> Cailin Butterworth	<b>Carried:</b> Yes

**12 General Business**

- **P&C – items that require action**

a) **Mother's Day Update**

This was a huge success with positive feedback. Report was given under Working Group Report

b) **Café opening**

Grand opening has happened, and it is now in its 2<sup>nd</sup> week. Last week income \$878 however, expenditure was \$1977. There are currently 2 volunteers with a few more waiting on induction. Maintenance items – ice cream freezer showing wrong temp but is at the correct temperature, also the Café Convenor cannot make outgoing calls. There will be a new item added to the menu next week. Sausage rolls with hidden veggies

- c) **Krispy Kreme Fundraiser**  
18 June - Notice is out on FB with payment being through Munch Monitor or bank transfer.
- d) **Father's Day Event**  
This will be a golf afternoon, and we will be working on getting sponsors for this event shortly.
- e) **Volunteers**  
The P&C are continually looking for volunteers to help at events. The school advises that the P&C can utilise student leaders once they are in position.

<b>Motion: That General Business be moved</b>		
<b>Moved by:</b> Letitia Vion	<b>Seconded by:</b> Shayne Roulston	<b>Carried:</b> Yes

- **BSCC – items that require action**  
Carried over to the next meeting

### 13 Applications for membership and recording of new members

- Renewing members
- New members
- Brent and Katrina

<b>Motion: That the new members be accepted and welcomed into the P&amp;C</b>		
<b>Moved by:</b> Cailin Butterworth	<b>Seconded by:</b> Deb Hardie	<b>Carried:</b> Yes

#### Motions from the meeting:

- That the minutes be accepted as a true and correct record of the meeting.
- That the treasurer's report be accepted as a true and correct record at the time of the meeting.
- That the Working Group Report be accepted as accurate
- That the Principal and BM reports be accepted.
- That there are no Motions on Notice yet.
- That General Business be moved.
- That the new members be accepted and welcomed into the P&C.

#### Date of next meeting

**23 June 20201 at 6.00 pm** – Baringa State Secondary College, Student Centre

#### Closing

The meeting of the Baringa State Secondary College P&C was closed by the President at 6.38pm.

**Signed as an accurate record of the meeting:**

(P&C President or Representative)

Name: Kristy Taylor-Rose

Date: 22.06.2021

Handwritten signature in black ink, appearing to read "K. Taylor".