

MINUTES  
5<sup>th</sup> April 2016

PRESENT: Helen Carpenter, Carly Brown, Bradley Robinson, Sonja Cotter, Kath Holz, Ken Schaefer, Carolyn Shaw, Tristen Matthews, Lisa Griffiths

Moved: Ken Schaefer Seconded: Kath Holz

AMENDMENT: Sonja Cotter added as an Apology as working in canteen for School Social.

- 4.3 INSPECTION OF EAST RESIDENCE – Bedroom has condensation looking at Insulation in the bedroom area. There is also a need for Blue metal and Dirt to be put around the septic. Gary to look at after the school holidays.

5. CORRESPONDENCE IN:  
JEN BELL – PARENT POSTCARD COMPETITION WINNER  
MICHAEL YATES – JUDGES COMMENTS POSTCARD COMPETITION  
ANNUAL FINANCIAL STATEMENT FROM THE SCHOOL  
WH&S – REQUIREMENTS EMAIL FROM MARGARET  
EMAIL FROM MARGARET WITH FIRST OF SCHOLARSHIP AWARDEES  
HENRY LAWSON FESTIVAL – QUEEN RESIGNATION PAPERWORK  
HENRY LAWSON FESTIVAL – STREET STALL APPLICATION forms  
P&C – MEDIA RELEASE  
AMANDA LIVINGSTONE FESTIVAL FUNDRAISING IDEAS  
ACNC ANNUAL RETURN AND RETURN ACKNOWLEDGEMENT  
P&C FEDERATION ACKNOWLEDGEMENT OF MEMBER UPDATES  
MARGARET CAREY – PRINCIPALS REPORT  
MICHELE JOHNSON – FESTIVAL QUEEN REGISTRATION  
THANKYOU CARD – FROM THLHS YEAR 10
6. CORRESPONDENCE OUT:  
MINUTES AND REPORTS  
P&C FEDERATION ANNUAL RETURN AND REPORTS  
ACNC – REPORT AND ANNUAL RETURN  
CONDOLENCE CARD FOR MARGARET CAREY & MARGARET SHAW  
THANKYOU CARD AND CHOCOLATES FOR MICHAEL YATES & JAN MEYER  
AUBURN CARR – POSTCARD WINNERS AND REQUEST TO USE LOGO  
NGAIRE SOLEY – FAIRFAX MEDIA – P&C ARTICLE  
AMANDA LIVINGSTONE – REGISTRATION PAPERWORK FOR FESTIVAL QUEEN  
MICHELE JOHNSON – REGISTRATION PAPERWORK FOR FESTIVAL QUEEN  
HIGH SCHOOL – REQUEST TO UPDATE WEBPAGE

HIGH SCHOOL – NEWSLETTER ARTICLES

P&C FEDERATION – REGISTRATION FOR FORUM

Moved: Ken Schaefer Seconded: Kath Holz

7. FUNDRAISING: 7.1 STREET STALL – The Street Stall raised \$1342, Raffle \$188 so it made a profit of \$1142
- 7.2 FESTIVAL QUEEN – FESTIVAL IDEAS
- 7.3 FETE – leave alone as other schools all have fetes
- 7.4 COLOUR RUN – rename to Rainbow Run

7.2 & 7.4 put together.

MOTION:- In principal the P&C support the Fundraising Ideas put forward by our Queen Entrant Amanda Livingstone. Moved: Sonja Cotter Seconded: Lisa Griffiths.

Rename the Colour Run to Rainbow Run. Moved: Carolyn Shaw Seconded: Ken Schaefer

Would need to be a Friday Afternoon for Amanda to Attend.

Helen to investigate the cost of Chalk and bring to next meeting.

7.5 RAFFLE – CURRENT Helen Carpenter put forward the need to purchase a \$50.00 Grenfell Card for 2<sup>nd</sup> Prize. Moved: Kath Holz Seconded: Carolyn Shaw

7.6 MOTHERS DAY – RAFFLE & STALL AT SCHOOL SELL COLOURING BOOKS – Helen to speak to Margaret for permission and check with Canteen Committee. May 5<sup>th</sup> and 6<sup>th</sup> during Recess & Lunch Moved: Sonja Cotter Seconded: Carolyn Shaw

8. YEAR 12 FARWELL (NOT TO TERM 2)

9. UNIFORM No Problems all going well

10. SOCIAL MEDIA ANY PROBLEMS OR ISSUES? STARTED “IN THE LOOP” CHAT GROUP a behind the scenes chat group for organising Fundraising.

11. CANTEEN & CANTEEN TREASURER – Anne Best joining Committee and will take over from Tristen at the end of the year.

Report Attached

12. TREASURER Report Attached

NEED TO CONFIRM \$50 CHEQUE FOR PETTY CASH Moved: Ken Schaefer Seconded: Kath Holz  
Executive to talk and work out figures for a General Fixed Term. Involving excess funds from ALL Accounts. Moved: Lisa Griffiths Seconded: Tristen Matthews

Lisa stated she is keeping a running sheet of funds raising supporting the Festival Queen

13. PRINCIPAL Report Attached

14. GENERAL BUSINESS: 14.1 P&C FORUM WHO IS ATTENDING? Helen Carpenter only member attending.

14.2 VIDEO YEAR 10 FOOTY – suggested to write a letter of Thanks and Feedback Lisa to talk to Dan and get back to Helen. Moved: Kath Holz Seconded: Sonja Cotter

14.3 ASSEMBLY REPORT PRESENTATION OF POSTCARD WINNERS, SCHOLARSHIPS & PUBLICATION – Carly informed meeting of Assembly presentations and Postcard presentations.

14.4 POSTCARD COMPETITION WINNERS REPORT- Helen did a wrap up of the Postcard Competition. Informed those gathered of the Sesquicentenary’s Committee decision not to let us use the logo because the cards were not of a standard suitable to them. Meeting resolved to write a letter of disappointment and enclosed made

postcards for inclusion in the time capsule. Helen to have made up 50 of each design to sell.

14.5 FUNDRAISING CO-ORDINATOR / INGT Carolyn Shaw put to the meeting the suggestion of a wood Raffle to run from the 8<sup>th</sup> May to the 1<sup>st</sup> June. Helen to check with Michele Johnson when the cut off date for fundraising is.

Helen is also to write letter to Jen Kelly about the catering of the Henry Lawson Festival Concert Catering. Sonja is happy to organizing the catering. (Donations of Cooking)

14.6 WH&S REQUIREMENTS – Training hasn't happening as yet.

Sonja to work with Margaret on.

Agreement is not yet signed.

Carly and Helen Informed the meeting about the WH&S requests from the school

MEETING CLOSED: 8.38PM

NEXT MEETING: 3<sup>RD</sup> May 7pm in Library

\*\*PLEASE NOTE THERE WILL BE NO CANTEEN REPORT OR UNIFORM REPORT AS NO MEETINGS HAVE BEEN HELD.\*\*