

## East Narrogin Primary School P&C Association General Meeting Minutes

Date	Monday 9 <sup>th</sup> April 2018
Meeting Opened	7:04 pm
Attendance	Helen Fiebig, Emma Peddey, Marie Edgley, Julia Symington, Ros Boothey, Kate Furphy
Apologies	Nicole Cooper, Sue Hann

Previous Minutes	Minutes were moved as being true & correct Passed: Ros Boothey Seconded: Kate Furphy
Business Arising	<ul style="list-style-type: none"> <li>Vice President position still vacant. Marie requested all members to speak to at least one contact about joining committee and/or VP role. Helen will mention to K/PP Teachers about promoting P&amp;C with new parents</li> </ul>
Correspondence IN	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Correspondence OUT	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Business Arising from Correspondence	

### REPORTS

Treasurer	<ul style="list-style-type: none"> <li>Refer to report on Dropbox</li> <li>Marie moved motion to accept audit completed by Julie-Anne Grout for 2017. Emma Peddey seconded. Meeting accepted, motion approved.</li> <li><b>Helen to follow up with Fiona re: cheque for \$903</b></li> </ul>
President	<ul style="list-style-type: none"> <li>Refer to report on Dropbox</li> <li><b>Reminder: P&amp;C members can submit project applications also, so let us know if you have any thoughts. Must be submitted by Sunday 15<sup>th</sup> April</b></li> </ul>
Principal	<ul style="list-style-type: none"> <li>Refer to report on Dropbox</li> <li>Marie moved motion that a letter be drafted to Mrs H &amp; Mrs Gifford for them to make suggestions on what the \$1,969 can be spent on in the ECC. P&amp;C preference is for outdoor improvements. Marie &amp; Julia to draft. Julia seconded. Accepted</li> <li><b>Ros to coordinate SDD morning tea on 5<sup>th</sup> June</b></li> </ul>
Canteen	<ul style="list-style-type: none"> <li>Refer to report on Dropbox</li> <li>Ros taking 4 weeks long service leave end of August/Sept. Dot moving to Perth so looking for replacement fill in Canteen</li> </ul>

	Manager. Ebony Rogers & Deb Weiss are possible candidates. Helen suggested talking to Vernice Atley as an option. <b>Julia to compile dates, role description, times/days, wages &amp; forward to Marie</b>
Uniform	<ul style="list-style-type: none"> <li>• Refer to report on Dropbox</li> <li>• <b>Julia – reminder for newsletter about second hand uniforms</b></li> </ul>
School Board	<ul style="list-style-type: none"> <li>• Modifications suggested to committee about Bullying policy, once approved will be circulated</li> </ul>
Reports were moved & accepted: Emma Peddey moved, Ros Boothey accepted	

## GENERAL BUSINESS

Mother's Day Fundraiser	<p>Emma presented bag artwork.</p> <p>Marie moved motion to sell re-usable bag for Mother's Day fundraiser. All in favour, approved.</p> <p>Marie moved motion to purchase 50 black bags, two-tone print. All in favour, approved.</p> <p><b>Julia to process artwork changes &amp; order placement by Wednesday.</b></p>
Cross Country Catering	<b>Marie to liaise with parents to coordinate. Julia to provide running sheet from 2017.</b>
Bulb Fundraiser Feedback	Longer ordering period. Promote to the wider community. Regular reminders
ECC retaining wall/drainage concerns	<p>Concerns raised about benefit of putting a higher retaining wall at end of ECC area as the water will just flow around during heavy rain, due to run off down the hill. In addition the Tradesman has not returned a firm quote for this work. As a result the School will not proceed with any work at this stage, Helen will investigate wider drainage concerns for the area.</p> <p>As mentioned in Principal notes, a letter is to be compiled to ECC teachers to explore options for utilizing the ECC money.</p>
2018 Planner – Semester 2	<p>To be explored further once all project submissions tabled and voted on, following meeting on 14<sup>th</sup> May.</p> <p><b>Julia to circulate all submitted projects by Monday 16<sup>th</sup> April. All members to review prior to meeting on 14<sup>th</sup> May, to be voted on at meeting</b></p>

Date of Next Meeting: 14<sup>th</sup> May

Meeting Closed: 8:45pm