



Plattsburg Public School

P&C Minutes



- Meeting:** Plattsburg Public P&C Association, Plattsburg Public School,
Ranclaud Street, Wallsend
- Date:** 12th May, 2016
- In Attendance:** Ellen Bax (Principal), Allison Neal-Mahony (President), Susan Saxby
(Treasurer), Amanda Wasowski (Secretary), Sandra Moriarty
(Canteen Supervisor)
- Apologies:** Jodi Robertson, Margueritte Morrison
- Meeting Opened:** 6:00pm **Meeting Closed:** 8:45pm
- Minutes:** Amanda Wasowski
- Agenda:**

ITEM	DESCRIPTION
1	Welcome and Introductions
2	Previous Minutes
3	Apologies
4	Correspondence In and Out
5	Principal's Report
6	Treasurers Report
7	Canteen Report
8	General Business:- Breakfast Club bread collection roster - Scentsy Bear Fundraiser - Fundraising - - New Authorities for P&C Bank Accounts - Anniversary Garden Update - Aussie Bush Camp Raffle - Winter Fair Parade - Callaghan Media Festival

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
1.0	Introductions		Allison
2.0	Confirmation of Previous Minutes	<p>Minutes dated 10th March, 2016 be accepted as a true record.</p> <p>Moved: Susan Saxby</p> <p>Seconded: Allison Neal-Mahony</p>	All
3.0	Apologies	Jodi Robertson, Margueritte Morrison	All
4.0	Correspondence In and Out	<p>Letter from PPS outlining new Finance System and new procedures</p> <p>Bank Statements</p>	Amanda
5.0	Principal's Report	<p>Canberra excursion may not go ahead next year due to the expense. Ellen is looking into an alternative in Lands Edge, Mosman. Ellen will put it to the parent body and has planned a staff development trip to the venue.</p> <p>Ellen is in support of P&C representation during the Year 6 farewell planning.</p> <p>New padlock has gone on the new gate to staff car park.</p> <p>School reports will now condense the comments to alleviate the time it takes for staff to complete reports.</p>	Ellen
6.0	Treasurer's Report	<p>Account Balances</p> <p>⇒ P&C Account:- \$ 21 124.19</p> <p>⇒ Tuckshop Account:- \$ 11 059.91</p> <p>⇒ P&C Fundraising Account:- \$ 0.53</p> <p>⇒ P&C Petty Cash:- \$ 1060.85</p> <p>⇒ P&C CAPA Account:- \$ 1824.93</p> <p>Auditors report has been submitted.</p>	Susan
7.0	Canteen Report	<p>Canteen Report:- Families who have been given credit are now being invoiced and monitored closely. Mondays are still a problem for volunteers.</p> <p>Will need to have a price increase due to wholesale price increases and this will be done gradually.</p> <p>The \$50 volunteer incentive will be discontinued.</p> <p>Ellen will discuss with staff about discontinuing the reward fruit platter at assembly.</p> <p>Cultural Day 26th May, canteen will organise a sausage sizzle at Federal Park.</p>	Sandra

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8.0	General Business	Breakfast Club Roster has been drawn up and will be publicised in the newsletter each fortnight. Thank you to all the volunteers. Susan will organise new bags for bread collection.	Amanda/Susan
8.1	General Business	Scentsy Fundraiser:- We welcome Sandra Little to advertise her Scentsy Bears through the newsletter and on Our Online Canteen and we will receive a commission on school sales. The executives voted to That Sandra Little be responsible for this initiative.	Amanda
8.2	General Business	Fundraising:- ⇒ Santiago Cake Stall:- \$ 208.55 ⇒ Easter Raffle:- \$751.80 ⇒ Entertainment Books:- \$ 276.00 so far (23 books) ⇒ Zone Cross Country Canteen:- \$1073.70 ⇒ Mother's Day Stall:- \$2155 (123 gifts remaining) ⇒ Mother's Day Raffle:- \$700 ⇒ Chocolate Fundraiser:- \$1130	Allison
8.3	General Business	Bank Authorities:- We require the following people Allison Neal-Mahony (President), Susan Saxby (Treasurer), Amanda Wasowski (Secretary) and Sandra Moriarty (P&C Executive) as signatories on the following accounts; P&C Account BSB 06 2823 Acc 0090 0455 Tuckshop Account BSB 06 2823 Acc 0090 1546 P&C Fundraising BSB 06 2823 Acc 1027 3109 P&C Petty Cash BSB 06 2823 Acc 1027 3117 P&C CAPA BSB 06 2823 Acc 1032 1625 Account Name Changes:- Apply to change the following account names; P&C Fundraising (Acc 1027 3109) to P&C Petty Cash P&C Petty Cash (Acc 1027 3117) to Canteen Petty Cash New Cards We request two cards for the P&C Petty Cash account (Acc 1027 3109) for the following signatories; Amanda Wasowski (Secretary) and Allison Neal-Mahony (President).	Susan

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8.4	General Business	Anniversary Garden Pavers have been laid by Mick Williams (Dad) and a coat of sealer has been put on the pavers by Amanda. The old school bell was cut down by Dean Radburn (Dad) and restored by Mick Wasowski (Dad). Progress is slow but steady. The next stage is the gardening.	Amanda
8.5	General Business	Aussie Bush Camp Raffle Raffle tickets have been distributed to the Stage 2 students who are attending the camp. So far the raffle sales have been successful.	Amanda
8.6	General Business	Winter Fair Parade A discussion with Ashley Fitchett regarding participation in the parade.	Ellen
8.7	General Business	Callaghan Media Festival The P&C agree to a stall selling Fairy Floss.	All
8.8	General Business	Santiago Sponsorship The sustainability of Santiago's sponsorship needs to be investigated.	Amanda
8.9	General Business	Purchase approval of giant chess pieces for the playground.	Allison

Close: The Chairperson set the date for the next meeting at **6:00pm on Thursday 9th June, 2016** at Plattsburg Public School, Ranclaud Street, Wallsend.

Chairpersons Signature: _____

Secretary's Signature: _____

Date: Confirmed this _____ day of _____ 2016