



MERREDIN COLLEGE P&C ASSOCIATION INC. MINUTES

General meeting held on Monday, 29th October, 2018 in the Wahlsten Library
Opened by President, Kim Lane, at 6pm.

1. Welcome & Apologies

Present: Bev Stanes, Lynne Herbert, Rochelle Willis, Kim Lane, Janelle Millar, Darren Gardiner, Gareth Davies, Hayley Billing, Kathy Beilken, Phil Van Der Merwe, Kristy Van Der Merwe, Justine Low
Apologies: Deirdre Fardell, Jamie-lee Walker

2. Confirmation of minutes of previous meeting

Proposed Motion: That the minutes of the previous meeting be received and accepted as a true and accurate record.

*Moved: Rochelle Willis
Seconded: Janelle Millar*

3. Business arising from previous minutes

Both Middleton Accountants and Caroline Robinson have been approached regarding auditing.
Brick paving is in process and looking great.

4. Correspondence

- 4.1 In
- 4.2 Out

Motion: That correspondence in and out be received as presented and endorsed

*Moved: Rochelle Willis
Seconded: Hayley Billing*

5. Treasurer's Report

Statements reconciled to end of September. Net position of \$15,929.82 All BAS statements are up to date.

Motion: That the Treasurer's report be adopted

*Moved: Janelle Millar
Seconded: Justine Low*

6. Other Reports

6.1 Principal (see attached for detailed report)
Bev Stanes is retiring at the end of 2018. Staffing processes for 2019 are underway.

6.2 Canteen & Uniform (as per treasurer report)

6.3 School Board

No report submitted

Motion: That each report be adopted as presented

*Moved: Hayley Billing
Seconded: Janelle Millar*

7. General Business

7.1 School Banking Co-ordinator
Position needs to be filled for 2019. Hayley Billing has looked after this role for the last 3 years. Prospective person can work alongside Hayley for the remainder of 2018. Possibility of seeking out a VET student who may be interested. Otherwise it will also be advertised in the MC Link.

7.2 Steel Cut-outs (Janelle Millar)

These will be installed in the garden bed where brick pavers are being laid. The steel cut outs reflect school values. Janelle has suggested that the P&C cover the \$2000 in costs. The school would cover the frame and installation costs.

Motion: That the Merredin College P&C donate \$2000 towards the cost of the PBS values cutouts.

*Moved: Janelle Millar
Seconded: Darren Gardiner*

7.3 Fundraising

7.3.1 Mango Fundraiser for 2019 School Ball

The P&C received a request on behalf of student councillors for the approval of a fundraiser in which mangoes will be sold at \$40 per box. The executive committee gave approval as it was during the recent school holidays but this needs to be ratified.

Motion: That the Merredin College P&C endorse the running of the mango fundraiser with proceeds supporting the 2019 school ball.

*Moved: Rochelle Willis
Seconded: Phil Van Der Merwe*

7.3.2 Nature Playground Fundraiser (Justine Low)

On Thursday, 1st November, after the primary assembly, the lower primary area would like to hold a small cake/baking stall to raise funds for the nature playground. Teachers and EA's only will be baking and it will be manned by staff.

Motion: That the Merredin College P&C endorse the running of a cake stall as an input taxed fundraiser, to be held on Thursday, 1st November, with proceeds supporting the nature playground

*Moved: Justine Low
Seconded: Kristy Van Der Merwe*

7.3.3 Gala Night update (Hayley Billing)

The chaplaincy has agreed to combine forces with our P&C and all proceeds from a hamburger stall will be halved.

8. Other Business

8.1 We currently have 6 bank accounts. For ease of bank reconciliations it would be beneficial to reduce the number of accounts we have to three.

Motion: That we reduce the number of bank accounts from six (6) to three (3). The accounts to close being:

- 1. Merredin College Parents and Citizens Association Incorporated P&C Operation GST Account 036-105 193464*
- 2. Merredin College Parents and Citizens Association Incorporated Merredin College P&C Canteen GST Account 036-105 193472*
- 3. Merredin College Parents and Citizens Association Incorporated Merredin College P&C Uniform Shop GST Account 036-105 193480*

*Moved: Janelle Millar
Seconded: Phil Van Der Merwe*

8.2 Nita Dalton and Nat Hargreaves have been running the canteen since Erin Elliott left. Obviously this is a tiring role and we need to look at advertising for another position commencing in 2019. 3 hours in a casual capacity would be recommended.

Motion: That we advertise a casual position for the canteen being a maximum of 15 hours a week under the same conditions as the previously advertised position.

*Moved: Janelle Millar
Seconded: Hayley Billing*

8.3 Nita Dalton (canteen employee) has not had any long service leave since the commencement of canteen work in 2003. An agreed figure of approximately \$4000 is owing.

Motion: That Nita Dalton be paid her long service leave entitlements as per the Long Service Leave Act and that an agreement be written up in accordance with the payment amount with four installments to be paid over subsequent holidays.

Moved: Janelle Millar
Seconded: Hayley Billing

8.4 Video presentations for Merry Din evenings. Several staff members have started compiling photos/videos for these events as part of the P&C presentation.

8.5 School farm (100 acres) is up for lease in March, 2019. We need to look at options and make a decision as to whether we (P&C) lease it ourselves or does the school manage the lease to a community organization such as the Men's Shed.

Motion: That we put out an expression of interest to the community to coordinate a school cropping program on the school farm to raise funds for the college.

Moved: Bev Stanes
Seconded: Gareth Davies

9. **Date of next meeting:**
Monday, 26th November, 2018 at 3.15pm in the Primary Staffroom.

10. **Closure**

Meeting closed at 7.05pm



.....
Kim Lane (President)

.....
Rochelle Willis (Secretary)

29.10.2018