



MERREDIN COLLEGE P&C ASSOCIATION INC. MINUTES

General meeting held on Monday, 11th March, 2019 in the Wahlsten Library

1. Welcome

Meeting opened at 6.42pm by Kim Lane (acting on behalf of Justine Low)

Present

Kim Lane, Alby Huts, Rochelle Willis, Janelle Millar, Gareth Davies, Phil VanDerMerwe, Kristy VanDerMerwe, Darren Gardiner, Justine Low, Liana Foster, Tania Geier, Nat Hargreaves, Shelley Ghirardi

Apologies

Barbara Smith, Deirdre Fardell, Julie Flockart, Hayley Billing, Natasha Hardy, Jamie-lee Walker

2. Confirmation of minutes of previous meeting

Motion: That the minutes of the previous meeting held on 26th November, 2018, be received and accepted as a true and accurate record.

Moved: Rochelle Willis

Seconded: Gareth Davies

3. Business arising from previous minutes

Nil

4. Correspondence

4.1 In

4.2 Out

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

Moved: Phil VanDerMerwe

Seconded: Tania Geier

5. Treasurer's Report

As per annual report presented at AGM

Motion: That the Treasurer's report be adopted

Moved: Janelle Millar

Seconded: Phil VanDerMerwe

6. Other Reports

6.1 Principal – as attached

6.2 Canteen & Uniform – as per treasurer report)

6.3 School Board

Motion: That each report be adopted as presented

Moved: Phil VanDerMerwe

Seconded: Gareth Davies

7. General Business

7.1 Positions filled

Congratulations and thank you to the following people who have filled positions within Merredin College for the P&C:

1. Kimberley Hatch - canteen assistant
2. Demielle BH – school banking co-ordinator

7.2 Amendment to P&C Constitution (J Millar)

Presented as attached. Amendments are highlighted. This will need to be reviewed by the new committee and voted on before 19 July, 2019. Tabled and to be put on next agenda with 14 days of next meeting. PDF of constitution to be attached.

7.3 Purchase of Laptop Computer (J Millar)

Due to age of school computers, we are looking at the purchase of a laptop computer to go onto school system for P&C accounts/uniform shop/canteen. Estimated cost \$1300. Would be in care of the treasurer.

Motion: That we contribute a maximum \$1300 to the school for the purchase of a laptop for the use of the P&C.

*Moved: Phil VanDerMerwe
Seconded: Justine Low*

7.4 Endorsement of fundraising for volleyball excursion, December 2019 (see attached)

Please see attached email on behalf of parents of volleyball players, requesting approval for the running of fundraisers for the 2019 Australian Schools Cup Gold Coast Tour. Due to time, the students and parents requested that their fundraising efforts be endorsed so that fundraising could get underway early. This was approved by the P&C executive on 5th February.

*Ratified
Moved: Janelle Millar
Seconded: Rochelle Willis*

7.5 Requests for funding

7.5.1 Choir Camp (see attached from C Adamson)

\$1000 is still in account which can be used for the school camp and will cover this request.

Motion: That the \$1000 in the school account be rolled over to cover the cost requested for the choir camp.

*Moved: Gareth Davies
Seconded: Tania Geier*

7.5.2 Musica Viva (see attached from C Adamson)

Motion: That we decline the full amount requested but will negotiate any shortfall in the budget.

*Moved: Tania Geier
Seconded: Gareth Davies*

7.6 Fundraising Submissions

7.6.1 Fundraiser for World MS (Multiple sclerosis) Day – 30th May (K VanDerMerwe)

The theme for World MS Day this year is 'My Invisible MS' and Kristy VanDerMerwe would like approval to run a fundraiser for this cause. It would be ideal to run it as a whole school fundraiser. The theme this year is "Red" so students could come to school dressed in red, gold coin donation and sell red-themed food to raise funds.

Motion: That we appoint Kristy VanDerMerwe to co-ordinate a Multiple Sclerosis fundraising event with proceeds going to the MS Foundation.

*Moved: Rochelle Willis
Seconded: Justine Low*

7.6.2 2019 Year 6 Camp fundraising (D Starceвич)

See attached letter.

All proceeds to go to the cause. Food to be prepared in an approved kitchen following health and safety requirements.

Moved: Kim Lane
Seconded: Phil VanDerMerwe

8. Other Business

8.2 Canteen contract for current employees

For 12 months the canteen employees have been employed an hour per week at a managerial rate.

Motion: That the contracts be updated accordingly.

*Moved: Janelle Millar
Seconded: Tania Geier*

8.3 Bank Account Signatories.

Merredin College P&C Operating Account	Westpac	BSB: 036105	Account: 193421
Merredin College P&C Uniform Shop Account	Westpac	BSB: 036105	Account: 193456
Merredin College P&C Canteen Account	Westpac	BSB:036105	Account: 193448

Motion: That Justine Low and Kristy VanDerMerwe be appointed as signatories for the Merredin College P&C Association Inc bank accounts above and furthermore that Darren Gardiner and Beverley Stanes be removed as signatories.

*Moved: Kim Lane
Seconded: Phil VanDerMerwe*

8.4 Uniform Shop Debt

It is vital that all uniform pieces be paid for ASAP. No uniforms to go through other avenues unless they are paid for beforehand or at the front office.

9. **Date of next meeting:**

Monday, 8th April, 2019 at 3.15pm in the Primary Staffroom.

10. **Closure**

Meeting closed at 7.49pm

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Justine Low

President

11 March, 2019

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Rochelle Willis

Acting Secretary