



**MERREDIN COLLEGE P&C ASSOCIATION INC.
AGENDA**

General meeting to be held on Monday, 21st March 2022 at 3:15pm in the Merredin College Primary Undercover Area

1. **Welcome**

Meeting commenced at...

Present

Apologies

Kerri Shelton

2. **Confirmation of minutes of previous meetings**

Motion: That the minutes of the previous AGM held on 21st February 2022 be received and accepted as a true and accurate record.

Motion: That the minutes of the previous General Meeting held on 21st February 2022 be received and accepted as a true and accurate record.

3. **Conflict of Interest Register**

Name	Details of Conflict	Date Notified
Phil Van Der Merwe	Husband of Treasurer & uniform shop coordinator	21/02/2022

4. **Business arising from previous minutes**

4.1 Outstanding Actions

Action Details	Date assigned	Actionee	Status
<u>Canteen</u> 1. A list of items purchased from Canteen Staff is to be compiled.	9/08/2021	Justine Low -transferred to Christal Rann	In progress
2. Purchase cupboards for canteen (Motion approved 6/09/2021 to purchase cupboards for up to \$1,000)	6/09/2021	Phil van Der Merwe	Cupboard not purchased yet. Phil will look into this again now that the floors have been replaced.
3. Fridge – Phil van Der Merwe authorised to purchase second-hand fridge to the value of \$2000. Cristal Rann to purchase commercial grade toasted sandwich maker up to \$1000 in value.	21/02/2022	Phil van Der Merwe & Cristal Rann	
<u>Jumping mat</u> Tracy Pickering to check schools registry regarding availability of jumping mat. Ask at MC finance meeting to check if funding is available to purchase. Chantal	21/02/2022	Tracy Pickering	

Davies sent terms of reference to Tracy Pickering via email on 21/02/2022.			
<u>Steel Ping Pong Table</u> 1. Look into the the Collgar Grant requirements 2. Approach Karni Engineering for a quote	2/11/2021	Hayley Billing Phil Van Der Merwe	Hayley applied for the Collgar Grant on 2/11/2021. Grant was approved on 23/12/2021. Tracy will get the specs to Phil so he can approach Karni Engineering.
<u>EFTPOS</u> Square EFTPOS approved to purchase. Tracy to check if school sale of old stock iPads are available to purchase or can be donated. Funding approval of \$2555 includes the purchase of Square system and two new iPads, if second-hand are unavailable.	21/02/2022	Kristy Van Der Merwe	

5. Correspondence

Correspondence Log Term 1.2

5.1 In

5.2 Out

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

6 Treasurer's Report (including Canteen & Uniform Shop)

6.1 Treasurer's Report - attached

Motion: That the Treasurer's report be adopted

7 Other Reports

7.1 Principal

7.2 School Board

Motion: That the Principal report be adopted as presented

8 General Business

8.1 Endorsements

8.1.1 On 4th March 2022 the P&C Executive approved:

8.1.1.1 Kristy van Der Merwe completed fundraising guide brochure

8.1.1.2 Mars Major to edit brochure in 8.1.1.1

8.1.1.3 Reimbursement to Phil van Der Merwe \$1,100 for bain-marie for Canteen

8.1.1.4 Reimbursement to Kristy van Der Merwe \$156.60 for purchase of pizzas and drinks for member drive (AGM)

8.1.1.5 Reimbursement to Kristy van Der Merwe \$44.55 for postage costs associated with returning unsold Jolly Sole socks. Credit of \$654.64 received for sock. Postage costs to be deducted from credit.

Motion: That we endorse item 8.1.1 that has been approved by the Executive Committee.

8.2 Jumping Mat

8.3 Crosswalk

Justine Low to advise.

8.4 Vinyl Cutter

Extract from email from Kerri Shelton.

The school budgets have been slashed this year, as we have approx. 60 less students than last year. Just in Science alone our budget has nearly halved. Each department is majorly penny pinching and there is no allowance for extra things.

Vinyl is considered a bit of a luxury item and is hard to put into a budget, especially when it is a shared item around the school. The vinyl cutter was purchased with the understanding of us providing vinyl for a while until different departments can take over. It is still too early for this to happen. A lot of the vinyl is being used to make the school more appealing and a nicer place to be. Some classrooms have done special things with it, but it has been mainly used for common areas such as student services, the library, toilets and various things around the high school quads. The fun and nice element that it brings to the school, is hard to define and put in a budget, but I believe is one of those things that we as a P&C aim to contribute to the school. Not items that can be put into budgets and brought to financial committees, but the extra 'luxury' items that really make a difference to the atmosphere of the school.

Initially there is a lot of excitement around the vinyl and things being done with it, this will settle down and it will eventually be just the occasional use. I propose that for the next two years we supply the school with vinyl, perhaps \$400 a year, then after that, as the use of it will have settled down, we can approach the school for it to come under the Student Services GROW budget.

9 Other Business

10 Date of next meeting:

Monday, 10th May 2022 at 6.00pm in the Wahlston Library

11 Closure

Signed: Justine Low (President)