



# FRESHWATER BAY PRIMARY SCHOOL

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P&C ASSOCIATION INC.

EXECUTIVE MEETING MINUTES

Wednesday 5 August 2020 at 7.00pm to 8.30pm

Staff Room

Attendees: Graham Carmichael (GC), Sanjif Ratneser (SAR); Noel McKay (NM), Matt Sikirich (MS); Simon Reid (SR), Janine Feurstein (JF), Faye Styles (FS), Mark Davies (MD); Deb Smart Year 6 parent (DS)

Apologies: Campbell Airey (CA), Jenella Downing (JD); Brooke McAullife (BM); Ainslie Cornelius (ACo)

#	Topic	Who
1	<p><b><u>President's Report and Welcome</u></b></p> <p>GC read the objectives of the P&amp;C from the Constitution.</p> <p>GC noted that the P&amp;C meetings are not the forum to raise school issues with the Principal. There was general discussion about the best forum for these questions.</p> <ul style="list-style-type: none"> <li>- <b>ACTION 1:</b> It was agreed that questions for the Principal would be held from 6.30pm to 7pm before the General Meeting.</li> </ul>	GC
2	<p><b><u>Ratification:</u></b></p> <ul style="list-style-type: none"> <li>- GC tabled the minutes of the EM on 13 May 2020. The minutes were proposed by SAR and seconded by FS and <b>passed unanimously.</b></li> </ul>	GC
3	<p><b><u>Matters Arising from Previous Meetings:</u></b></p> <ul style="list-style-type: none"> <li>- Action items from the minutes 13 May 2020.</li> <li>- <b>ACTION</b> GC will circulate the carpet extraction quote for the EM to vote on. <b>DONE</b></li> <li>- <b>ACTION</b> SR to raise lost property with the student executive. <b>DONE</b></li> <li>- <b>ACTION</b> NM to follow up on vendors who pay to attend the Sundowner <b>DONE.</b></li> <li>- <b>ACTION</b> NM to follow up CK to determine how to bill for the new year and the padlock changeover. <b>DONE</b></li> </ul>	GC

- **ACTION** MS to invite MW to EM's **DONE**
- **ACTION** MS to send class rep contact list to JD to introduce herself to the reps. **DONE**
- **ACTION** MS to see if there is a letter to the Royal show re parking. **DONE** not on file **DONE**

- **Year 6 Leavers**

Deb Smart informed the P&C about the year 6 leavers. Effectively the P&C proved funds for the Year 6 Leavers to contribute to their Leavers events, in particular the end of year function. Last year it was held at a private home and the P&C contributed about \$2,800. DS noted that it would be ideal if the Year 6 Leavers knew at the start of the year how much the P&C would contribute. GC proposed that the P&C contribution also included funds for an item of clothing that could be presented to the Year 6 Leavers at the start of the year by the Principal. SR thought that it would be great to have a presentation at the start of the year where he could have a form of "jumper presentation". This was roundly supported.

**ACTION 2:** It was agreed that DS would provide a proposal to the P&C for funding for article of clothing and the end of year event. It was also noted that each years AGM should have a resolution for funding for the Year 6 Leavers. GC asked that P&C approve a provisional \$2,000 for the Year 6 Leavers. This will be done as a **CIRCULAR RESOLUTION** as it is not an agenda item.

- **Royal Show Parking**

GC confirmed that TOC has allocated the P&C a parking area for the Royal Show.

**ACTION 3:** it was agreed there was a need for P&C signage, rostering, tap and go and tickets. All of this is available however will require co-ordination.

- **Athletics Carnival Fundraiser**

It was noted that the Athletics would be held on 2 separate days however on the Friday all ages would participate. The cake stall fundraiser will be going ahead no that day.

- **Athletics T-Shirts and Shade**

FS noted the need for t-shirts and shade structures with FWB branding for the inter-school athletics team.

The quote is approximately \$2,200 for the t-shirts and the same for one shade structure.

SAR offered to sponsor the t-shirts with his business brand.

It was **RESOLVED** to accept the offer by SAR and to purchase up to 2 shade structure with FWB branding and consider a second un-branded. The

estimated cost of the shade structure covers id \$2,200 each. As this was not an agenda item it will be sent to the executive as a **CIRCULAR RESOLUTION** for sign off.

- **Solar.**

MS noted that he had met with SR and Kalina and Programmed Maintenance. PM are required to appoint an electrical contractor to run the solar project. They will co-ordinate a structural and electrical review which will cost approx. \$8k. With the current quote for the Solar the budget of \$50k is reasonable.

- **Athletics Photography Fundraiser**

SAR noted that a parent Andersen had offered to take photos at the Athletics Carnival and provide an online method of viewing and purchasing the photos in hard copy or digital. The profits of the project would go to the P&C.

SR noted his support for this.

It was **RESOLVED** unanimously to support this.

- **School Educational Support.**

GC noted that the P&C wanted to provide more educational support.

SR said that he wanted to set out a strategy for what the school needed from the P&C so that requests for support can be better coordinated.

- **Tuesday Treats.**

It was noted that the TT coordinators were not ready to recommence TT due to concerns re COVID19.

**ACTION** It was agreed that there were no current restrictions to holding TT. The P&C respects the decision of the current TT coordinators not to recommence and would see if there were other parents willing to recommence TT.

- **Fathering Project**

**ACTION** It was agreed that the fathering Project could become a sub-committee of the P&C with NM as the Executive Representative. The Fathering project would hold its funds with P&C but would only have those funds to work with. To become a sub-committee the terms of reference will need to be approved at the next GM. The endorsement of the FP events will be an agenda item at future AGMs.

It was **RESOLVED** to endorse the remaining Fathering project events for the year as follows and to make the endorsement of the FP events an agenda item at the AGM. The advice from grange Insurance is that this will mean that the FP events are covered for insurance. All members of the FP executive must be members of the P&C.

	<p>FP schedule of events for 2020:</p> <p>Term 3</p> <p>August – (rescheduled) Astronomy evening (TBC)</p> <p>6th September – Bunnings BBQ fundraiser</p> <p>Late September – Dads and Kids Volunteering Day (TBC)</p> <p>Term 4</p> <p>13-14 November – Camping Trip, Dwellingup (Lane Poole reserve)</p> <p>- <b>Golf Day</b></p> <p>SAR has organised a golf day for 6 November. He would like groups from each year. The cost is \$60 and sponsors would be welcomed.</p> <p>SR noted that he would like to hand out the prizes.</p>	
4	<p><b><u>Matters to Consider – Feedback from the School Community to the P&amp;C</u></b></p> <p>- Nothing further to report.</p>	SR
5	<p><b><u>Update on Events</u></b></p> <p>- Nothing further to report.</p>	EC
6	<p><b><u>Committee Updates</u></b></p> <p>- Fundraising – (FS) Wendy Carmichael, Faye Styles, Ashe Mackinnon Umbrellas have sold well. Approx 49 remaining. The cake stall will be held at the Aths Carnival. Various fundraising events are being worked on including, wine fundraiser, sunscreen, lamington drive and a pinot and pizza night</p> <p>- Nothing further to report on the following items:</p> <ul style="list-style-type: none"> <li>- School Board - Faye Styles</li> <li>- Tuesday Treats - Teleah Bolt, Pippa Tilbrook (NM Exec Rep)</li> <li>- Secondhand Uniforms - Ashe Mackinnon, Amelia Chaney (FS Exec Rep)</li> <li>- Tennis Courts - Christy Kemp (NM Exec Rep)</li> <li>- Grants – Maggie Westbrook (Exec Rep TBC)</li> <li>- Scholastic Books Coordinator - Gilly Frette, Christy Kemp (BM Exec Rep)</li> <li>- Class Rep Co-ordinator (JD)</li> </ul>	EC
7	<p><b><u>Financial Report/update</u></b></p> <ul style="list-style-type: none"> <li>- Cash position was tabled and attached.</li> <li>- Notification of Expenditure Approved by Executive Circular Resolution. Nothing to report.</li> </ul>	NM
8	<p><b><u>P &amp; C Rules and Proposed Resolutions</u></b></p> <p>- Nothing to report.</p>	MS

9	<p><b><u>Other Items:</u></b></p> <ul style="list-style-type: none"> <li>- Markets</li> </ul> <p>MD noted that a board has been formed and the foundation commenced. The first market is planned for 12 September and an EOI will be circulated for sponsors.</p> <p>Nothing to report</p> <ul style="list-style-type: none"> <li>- COVID-19.</li> <li>- ACNC Information.</li> </ul>	GC
	<p><b><u>Next Meeting:</u></b></p> <p>General Meeting – 16 September</p>	
	<p><b><u>Meeting Closed</u></b></p>	