

Noranda Primary School Parents and Citizens Association Inc

Working Together for Our School Community

MINUTES for Annual General Meeting

Date	4 August 2022	Chairperson	Lisa Martin
Time	7.00pm	Minutes Recorder	Celia McCarthy

Present	Lisa Martin, Susan Field, Carol-Ann Prinsloo, Kristy Harrison, Mailee Martin, Celia McCarthy, Natalie Elliott Minh Tran.
Apologies	Kelly Maher, Charles Kobelke, Joanne Turley, Megan Lennon, Marie Santoro, Raegan Sgroi, Jasmine Jones, Angela Marsland
New Members	
Resignations	

Agenda Item	Required	Discussion	Action / Resolution
1. Welcome	Discussion/Resolution	Welcome and apologies – verbal welcome presented by Lisa Martin	
2. Confirmation of Previous Minutes	Resolution		That the minutes of the General Meeting of NPS P&C held on 29 June 2022 be taken as read and confirmed as a true and accurate record. Moved: Susan Field Seconded: Mailee Martin Carried
3. Business Arising from Previous Minutes	Discussion/Resolution	1. Year 6 Fundraising	Discussions were held around a fixed donation of money towards current and future year six students for their end of year graduation. All members

		<p>2. Disco Status</p>	<p>present agreed to a figure of \$2,000 dollars to be gifted to current and future Year Six students from the P&C. The Faction carnival raffle will be run as a P&C fundraiser not affiliated with year six end of year events. Raffle prizes to include one night's accommodation and a Pandora jewellery item.</p> <p>The Disco approved budget was \$500. To date expenditure is \$390.32 for drinks, food glow sticks and spot prizes. At present we have a total number of 185 students attending totalling \$925.00. Total number of volunteers so far are 9 which does not include P&C members.</p> <p>Action Lisa to contact volunteers to thank them for their support Action: Celia to consider purchasing more juice boxes for the Senior Disco depending on numbers.</p> <p>Parent Hosting Parent hosting will be held in the library from the commencement of the disco to the end. Platters will be purchased from Woolworths as per approval at the June meeting. Action: Mailee to send a FB post with hosting details and to purchase platters from woolworths.</p>
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		<p>3. Faction Carnival Status</p>	<p>Lisa advised that Steve from Noranda Meats is unavailable to host the Sausage Sizzle at the Faction Carnival. Steve has offered to set up his equipment in the morning and cook Bacon and Egg Rolls from a period of one hour 8am to 9am</p> <p>Action: Lisa to contact Steve to request for an “offsider” to assist with cooking Sausages. If unable to source a request for volunteers will be communicated.</p> <p>Action: Minh to source cost of 50 Burger Rolls and 500 Sausage Buns from her contact at Golden West Bakery. Sharon has kindly agreed to donate the cost of onions.</p> <p>All members agreed to increase the Budget for the Sausage Sizzle to \$1700 dollars. All members present agreed to use the square reader for the BBQ and cash only for the cake stall. Details to be communicated on the Facebook post in due course. RCP members discussed and approved the cost of food/drink items below.</p> <p>Costings Bacon and Egg Rolls \$5.00 Sausage Sizzle \$3.50 Drinks \$1.50</p> <p>A Coffee Van has been arranged by Mailee Martin, with a kick back of 10% towards the P&C. The coffee van will</p>
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			commence at 730am and will be situated on the oval.
4. Correspondence In / Out	Discussion/Resolution	Finance at WACCSO for NPS Certificate of membership for the period of 1/7/2022 to 30/6/22. Received 23 /7/22	
5. Treasurer's Report	Discussion/Resolution	Treasurers Report (attached)	
6. President's Report	Report	Attached	That the NPS P&C adopt these reports as per attached. Moved: Susan Field Seconded: Mailee Martin Carried
7. Principal's Report	Report	Attached	
8. School Board Rep. Report	Report	Report attached	
9. Road Safety Committee	Report	Report attached	
10. Scholastic Book Club Report	Report	Report Attached	
11. New Business	Discussion	<p>1. Colour Run approval of funds</p> <p>2. Father's Day Facebook page "Dad joke Competition" with prizes</p>	<p>Celia requested members to approve funds of \$468 to purchase colour for the colour run on Friday 19 November. All members approved. Action: Celia to purchase 60 kilos of mixed colour</p> <p>Sharon discussed the opportunity to present a Father's Day competition on Facebook with a winning prize of vouchers to use at various places to</p>

		<p>3. Father's Day raffle donations update</p> <p>4. BBQ purchase/collection with \$50 bunnings gift card</p>	<p>the value of \$100. The competition will be run by Sharon who will manage the Facebook post. All members present agreed. The Father's Day Dad joke initiative will run for approximately 2 weeks.</p> <p>Sharon ran through the various donations received to date which will coincide with the Father's Day Raffle. 450 buy one get one free vouchers from Baskin Robbins in Morley have been donated to each student at NPS including teachers and admin staff. It was agreed that the gift cards for students will be presented in Father's Day cards/craft made up by students to gift. All members agreed. Sharon will complete the posters for around the school for promoting Stall & Raffle and the Facebook Competition. Sharon has agreed to prepare the Stall & Raffle notes to be sent home. To be distributed in pigeon holes on Friday 12 August 2022.</p> <p>Sharon advised she received a Bunnings \$50 voucher to be used towards a new BBQ for the school. The voucher will reduce the cost of a flat top 6 burner bbq from \$298.00 to</p>
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		5. Containers for Change update	<p>\$248.00 All members present approved the purchase of the BBQ. Action: Celia to purchase with the use of the gift card</p> <p>To date we have received \$49.80 towards Containers for Change for our school. Deposit made since last meeting is \$12.50. We now have a student group who will ensure all students are using the bins correctly to avoid sustainable cartons being misplaced in general rubbish bins. Agreed more work is required to encourage students not to throw food waste in bins and to be monitored regularly.</p>
12. Election of Executive and Committee	Discussion / Nomination	All current Executive and Committee positions declared vacant	
13. Executive and Committee Nominations		<p><u>Office Bearers</u> President (Executive Member) – Celia McCarthy Vice President (Executive Member) – Carol-Ann Prinsloo Treasurer (Executive Member) – Minh Tran Secretary (Executive Member) – Natalie Elliott</p> <p>#1Additional Executive Member – Susan Field #2Additional Executive Member – Mailee Martin</p>	Resolution: That the P&C members named the above people be elected to their nominated positions and to include Account Signatories

		<p>#3Additional Executive Member – Sharon Pyke</p> <p>#4Additional Executive Member – Vladana Selander</p> <p>#5Additional Executive Member – Lisa Martin</p> <p>School Board Representative – TBA</p> <p>Book Club – Carol- Ann Prinsloo</p> <p>Book Fair – Minh Tran</p> <p>Stalls #1 – Susan Field</p> <p>Stalls #2 – TBA</p> <p>Uniform Coordinator - Lisa Martin</p>	
<p>14. Closure of Meeting and Date of next meeting</p>		<p>Meeting Closed at: 9.00pm</p> <p>Next meeting – General Meeting set for Wednesday 31 August at 7pm</p>	