## **Noranda Primary School Parents and Citizens Association Inc**

Working Together for Our School Community

## **MINUTES for Annual General Meeting**

Date	2 August 2023	Chairperson	Vasilia (Celia )McCarthy
Time	7.00pm	Minutes Recorder	Natalie Elliott

Present	Susan Field, Kristy Harrison, Mailee Martin, Vasilia (Celia) McCarthy, Natalie Elliott, Minh Tran, Katie Langeweg, Vladana Selander, Rosie Hatswell
Apologies	
New Members	
Resignations	Carol Anne Prinsloo

Agenda Item	Required	Discussion	Action / Resolution
1.Welcome	Discussion/Resolution	Welcome and apologies – verbal welcome presented by Vasilia McCarthy	
2.Confirmation of Previous Minutes	Resolution		That the minutes of the General Meeting of NPS P&C held on 7 June 2023 and the AGM held on 4 August 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	Disco Feedback and Profits	The earlier disco time slot was well received by families of younger children. Feedback was received surrounding the giving of prizes and how some children were quite upset. Discussion held around the timing of year and format of the disco. Possibility of holding disco at the Morley Rollerdrome. Profit from this year's disco \$1350 which is a significant increase on previous years discos. Thanks to lots of drink donations and left overs from previous events.  Action Format to be discussed at a future meeting
		2. Faction Carnival Update	Sausages have been ordered and notes and order forms will go home this week. Payment option on childrens order forms will be cash or direct deposit this year. No option to pre order water on form due to past poor uptake. Colour coded forms for kindy and PP orders to prevent confusion about taking them to the faction bays.  Call for drinks donations will be made closer to the event  Sausage sizzle on the day will be eftpos or cash. Cake stall will be cash only.

Clay McCarthy has offered to bbq
sausages, bbq still to be purchased by
Celia
Carol Anne Prinsloo has offered to
volunteer for leading the cake stall.
Parent volunteers will be requested to
assist with cake stall / bbq and packing
and delivering orders.
and delivering orders.
All in attendance agree to \$2000
budget for event
Dancing Duck Coffee Van has been
arranged by Mailee Martin, the coffee
van will commence at 745am and will
be situated on the oval.
be steated on the ovail.
Volunteer sign up sheet discussed and
decided against, will call for volunteers
closer to the event date.
closer to the event date.
Mailee requested the P&C support a
Year 5 Raffle to raise funds for Year 6
costs (camp/graduation). This will be a
Year 5 parent led raffle however needs
to come under the P&C umbrella for
insurance purposes.
modiance purposes.
Action: Celia to purchase bbq as per
previous approval, closer to event
date.
Costings
Sausage Sizzle \$3.50

			Drinks \$1.50  Minh reported the school earned \$912
		3. Book Fair Update	commission from the recent Book Fair, 17 books donated to the school. \$110 worth of vouchers given to select students to put towards purchase of a book Buy One Get One Free coming up in November
4. Correspondence In / Out	Discussion/Resolution	Email correspondence for the period of 7/6/2023 to 2/8/2023.	The NPS P&C adopt the correspondence report as per attached.
		Email from Shantel Tilbury requesting Second Hand Uniform 2/6/2023	Moved: Mailee Martin Seconded: Minh Tran Carried
		Email from Annette Long to Minh Tran confirming Book Fair vouchers 8/6/2023	
		Email from Annette Long to Minh Tran re teacher nominee for students receiving Book Fair Vouchers 9/6/2023	
		Email from Swan West re P and C Day 13/6/2023	
		Tax Invoice from Lynn Sarti re Year Six Events 14/6/2023	
		Email from Sophie Tomkins re Fun Run events 19/6/2023	

		Email from Jocelyn re Cyber and Digital Safety Event profits 28/6/2023  Email from Kristy Harrison Stock Usage Report 9/7/2023  Email from Swan West re Research Project Launch 19/7/2023	
5. Treasurer's Report	Discussion/Resolution	Treasurers Report (attached)	That NPS P&C adopt the Treasurers report as per the attached. Moved: Rosie Hatswell Seconded: Mailee Martin  Carried
6. President's Report	Report	Attached	That the NPS P&C adopt these reports as per attached.
7. Principal's Report	Report	Attached	Moved: Minh Tran
8. School Board Rep. Report	Report	Report attached	Seconded: Mailee Martin  Carried
9. Road Safety Committee	Report	Report attached	
10. Scholastic Book Club Report	Report	Report Attached	
11. New Business	Discussion	1. Faction Carnival 25 August update	As covered in business arising from previous minutes. Back up date if the weather is not good - Tues 29 Aug

Γ	2.	Clothing Swap Sustainability Event Friday 8	
	۷.	September September	Donation has been received for the \$1000 event speaker for the event so happily going ahead.
			Rosie has created a daft flyer with link to Eventbrite to book. Ticket price \$20 pp incl nibbles, a drink and 10 items, any additional items \$1 per item
			615pm arrival for 630pm start with Kyra's presentation / 730pm-9pm for swap
			Occasional liquor licence applied for by Celia. Vasse Felix kindly donating 12 bottles of wine
			Looking for donations of non alcoholic drinks and food for nibbles perhaps from Woolies
			The event will be open to parents, friends & family of Noranda Primary along with select local schools
			Budget for the night required – all in attendance agreed on \$600  Raffle prizes have been sourced, raffle
			ticket sales on the night only

12. Election of Executive and Committee	Discussion / Nomination	All current Executive and Committee positions declared vacant	
		5. Public School Review	Week 6 - Monday 21 Aug. Community members are needed to speak to reviewers and Kristy hopingfor 2 x P&C volunteers to participate
			Parent helpers for Tues and Thurs morning are welcomed. Parents who volunteered to pick up from Foodbank have been contacted. Parent donations of food also welcome
			well attended with approx. 60 kids  Bakers Delight came on board to donate bread – thanks to Kerryn Chester
		4. Breakfast Club	Action: Katie, Susan and Kristy to explore later in September  Breakfast Club started 01 Aug. Very
		3. Permapleat Contract	Kristy confirmed there is no current contract. Discussion held around the difficulty of ordering with Permapleat and the possible change of fabric / design for school shirts.

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13. Executive and Committee Nominations	Office Bearers  President (Executive Member) – Vasilia (Celia) McCarthy	<b>Resolution:</b> That the P&C members named the above people be elected to
Trommadons	Vice President (Executive Member) – Katie Langeweg	their nominated positions and to include Account Signatories
	Treasurer (Executive Member) – Minh Tran	
	Secretary (Executive Member) – Natalie Elliott	
	#1Additional Executive Member – Susan Field	
	#2Additional Executive Member – Mailee Martin	
	#3Additional Executive Member – Vladana Selander	
	#4Additional Executive Member – Rosie Hatswell	
	#5Additional Executive Member – TBA	
	School Board Representative – Kristy Harrison	
	Book Club – Rosie Hatswell	
	Book Fair – Minh Tran	
	Stalls #1 – Susan Field	
	Stalls #2 – TBA	
	Uniform Coordinator - Vasilia McCarthy and Katie	
	Langeweg	
	Road Safety Representative - TBA	
14. Closure of Meeting and	Meeting Closed at: 8.55pm	
Date of next meeting	Next meeting – General Meeting set for Wednesday 30 August at 7pm	