

# COOLUM STATE HIGH SCHOOL P&C ASSOCIATION

## GENERAL MEETING

### MINUTES

**Date & Time:** Monday 17 February 2025 - 6.00pm

**Venue:** Coolum State High School – Administration Conference Room

**Secretariat:** Nolly Griffiths (attendance by phone)

**Attendance:** as per Sign On book

	Agenda Item/Topic	
a)	Welcome to members and apologies	Meeting open 6.03pm
b)	Confirmation of Minutes of the previous General Meeting	Moved: Clare Bates-Pay 2 <sup>nd</sup> : Troy Ascott CARRIED
c)	Business arising out of the Minutes of the previous General Meeting	Nil
d)	Correspondence received since the previous General Meeting – inward and outward	Outward: Details of financials to the Auditor for the purposes of preparing the Audited Financials for the upcoming AGM.
f)	Table Executive Committee's decisions (if any) and put to committee issues raised for further discussion	Executive decisions endorsed and moved: i) The SRS for 2025 to remain the same as the 2024 fee ii) An ad was placed for staff for the Sea Breeze canteen – 2 x casuals, 1 x Convenor
g)	Treasurer Report and financial statement, and any business arising from Treasurer's report and financial statement	Treasurer report tabled, noting: - Expenses in 2024 Jan & Feb were higher than in 2025 - It was noted however that last year school started a bit earlier - Also, start of the year has more expenses due to bulk purchasing and set up costs - \$25,000 was donated to the school

		<p>- Closed the Sandhurst account as P&amp;C are not allowed to have Managed Funds due to the high risk nature of these accounts, therefore moved \$52,514.19 (Sandhurst balance of \$27,514.19 plus \$25000.00) to Term Deposit account instead, leave Sandhurst account at zero.</p> <p>Report moved: Andrew Gorman 2<sup>nd</sup>: Gio Netto CARRIED</p>
h)	Subcommittee reports and financial statements, and any business arising from subcommittee reports and financial statements	Nil
i)	<p>Other Reports</p> <ul style="list-style-type: none"> <li>• President's report – Nicole Sklenars</li> <li>• Principals Report – Troy Ascott</li> <li>• Business Managers report</li> <li>• Canteen Report</li> </ul>	<p>Reports tabled.</p> <p>Moved: Clare Bates-Pay 2<sup>nd</sup>: Gio Netto CARRIED</p>

j)	<p>General Business</p> <p>i) Outsourcing canteen</p> <p>ii) Catering Requests from CSHS (Emma Curnow)</p>	<p>i) Business Manager Sharyn O’Brien gave general information about outsourcing canteen option. Mt Creek SHS is an example of a school that has outsourced, There are various ways to do it, such as a Lease Agreement with a 3<sup>rd</sup> party or charging a percentage of turnover. DoE has a list of contractors and the process is managed by Central Office. When the school is ready to consider this option, information on the process will be provided in due course.</p> <p>iii) In 2024 the school funded catering for these events. The P&amp;C have agreed on the following for 2025:</p> <ul style="list-style-type: none"> <li>• Celebration of Excellence – approved for up to \$1000</li> <li>• Investiture – approved for up to \$300</li> <li>• End of year BBQ (7-9) – approved for up to \$300</li> <li>• Year 12 grad – students - DENIED</li> <li>• Guard of Honour breakfast – students - DENIED</li> <li>• The Cake for the MidWinter Ball – approved for up to \$700</li> </ul> <p>Moved: Clare Bates-Pay 2<sup>nd</sup>: Andrew Gorman CARRIED</p>
k)	Applications for membership and recording of new members	Nil
l)	Next meeting	<p>Meeting closed 6.47pm</p> <p>Next meeting Monday 17<sup>th</sup> march after AGM</p>