

COOLUM STATE HIGH SCHOOL P&C ASSOCIATION

GENERAL MEETING

MINUTES

Date & Time: Monday 20 May 2024. Commencing at 6.00pm

Venue: Coolum State High School – Administration Conference Room

Attendees: as per sign on book (Troy Ascott, Nolly Griffiths, Nicole Sklenars)

Secretariat: Nolly Griffiths

	Agenda Item/Topic	
a)	Welcome to members and apologies	Opened at 6.20 pm Apologies: Clare Bates-Pay Diego Netto
b)	Confirmation of Minutes of the previous General Meeting	Moved – Troy Ascott 2 nd – Nolly Griffiths
c)	Business arising out of the Minutes of the previous General Meeting	NIL
d)	Correspondence received since the previous General Meeting – inward and outward	NIL
f)	Table Executive Committee’s decisions (if any) and put to committee issues raised for further discussion	P&C Executive Endorsed: i) Tuckshop convenor to hotspot using her phone at AFL Shed for North District Sports Carnival and P&C to reimburse her for mobile hotspot usage ii) Up to \$400 for catering costs for Parent Teacher Interviews iii) P&C to pay for lunch for Ayden’s final day in the tuckshop

g)	Treasurer Report and financial statement, and any business arising from Treasurer's report and financial statement-	<p>Diego is sick but the Bank Statements and Profit and Loss statements were presented and tabled.</p> <p>Moved – Troy Ascott 2nd – Nolly Griffiths</p>
i)	<p>Other Reports</p> <ul style="list-style-type: none"> • President's report – Nicole Sklenars • Principals Report – Troy Ascots • Business Managers report – Nolly Griffiths • Canteen Report 	<p>President's report - tabled Moved – Nolly Griffiths 2nd – Troy Ascott</p> <p>Principals Report – watch the promotional video which will also feature as an advertisement on Channel 7 at various times over the next 6 months. Moved – Troy Ascott 2nd – Nolly Griffiths</p> <p>Business Manager Report – Tabled Budget Overview Report Moved – Nolly Griffiths 2nd – Troy Ascott</p> <p>Canteen Report – Tabled Moved – Nolly Griffiths 2nd – Troy Ascott</p>
	<p>General Business</p> <ul style="list-style-type: none"> i) Review Representative Policy ii) 2024 Budget iii) 1st Quarter account signatures on Senta iv) Bank Accounts – CBA & Bendigo v) Banking vi) Payroll Approval Process vii) Uniforms viii) SPARQED 	<ul style="list-style-type: none"> i) Carried over to next General Meeting as Diego is absent ii) Carried over to next General Meeting as Diego is absent iii) Carried over to next General Meeting as Diego is absent iv) Motion: To close CBA account and move all funds over to Bendigo Marcoola. Moved: Nolly Griffiths 2nd – Troy Ascott v) Motion: To seek approval from the Principal to bank two (2) times per week instead of daily, due to the unavailability of staff and to reimburse staff members for mileage when carrying out banking duties.

		<p>Moved: Nolly Griffiths 2nd – Troy Ascott</p> <p>vi) Carried over to next General Meeting as Diego is absent</p> <p>vii) Amy was not present and therefore could not discuss this at length. It was noted thought that the Business Manager advised that there is a current tender process in place to award it to either The School Locker or Lowes Manhatttan for a further two years. The outcome has yet to be determined, waiting on DoE Purchasing and Procurement’s final decision on the successful tenderer.</p> <p>viii) Request for funding support from Linda Murphy for student to attend SPARQED – held over to next General Meeting for further consideration by Executive.</p>
		<p>Meeting closed 6:47pm</p> <p>Next meeting 15 July, 6pm</p>

Signed President:



Signed Secretary:

Date: 31/5/24