



Stafford State School
Parents and Citizens Association
 Corner Stafford & Webster Roads, STAFFORD, QLD 4053
 PO BOX 1084, STAFFORD CITY, QLD 4053



STAFFORD STATE SCHOOL P & C ASSOCIATION
MINUTES
General Meeting

DATE: Tuesday 22nd August 2017
VENUE: Stafford State School Library
OPENED: 7.02pm
CLOSED: 8.36pm

CHAIR PERSON: Daniel Smith - President

ATTENDANCE: Daniel Smith-President, Brenden Taylor-Treasurer, Casey Vaughn-VP Fundraising, Tracey Healy-VP Grants, Dana Hartnell-Secretary, Lee Martin-Principal, Leonie Dowse-HOC, Karen Pearce, Sarah Corrie-Jabiru

APOLOGIES: Linda Colyer, Dr Anthony Lynham
GUESTS: Nil

MINUTES OF PREVIOUS MEETING

Motion: Minutes of the previous Meeting accepted as read
Moved: Karen Pearce **Seconded:** Brenden Taylor **Result:** Carried

Business arising from the previous minutes:

- Wayne has been removed from the Facebook account, now only Dana and Casey have access

CORRESPONDANCE:

- P&C QLD advised we should be looking at our 2018 budget and have it finalised by October
- Local LNP candidate would like to attend our next meeting
- Wayne Swan office letter for us to update details
- Rural Aid advertising for fundraising (free dress day gold coin donations)
- Bank Statements for Brenden

TREASURER’S REPORT – Brenden Taylor – Report attached; overview below:

JULY	TUCKSHOP		UNIFORM SHOP		SWIM CLUB	
	2017	2016	2017	2016	2017	2016
Expenses:	\$7,794	\$8,436	\$532	\$468	\$7,016	\$7,317
Income:	\$13,155	\$13,608	\$16,218	\$14,735	\$5,777	\$8,424
Profit:	\$8,749	\$9,346	\$4,236	\$4,259	\$5,777	\$8,424
Net Position	\$954	\$910	\$3,703	\$3,791	-\$1,239	\$1,106



Stafford State School
Parents and Citizens Association
Corner Stafford & Webster Roads, STAFFORD, QLD 4053
PO BOX 1084, STAFFORD CITY, QLD 4053



TREASURER'S REPORT cont.

- Year to date column added to reports
- Fundraising about \$4k lower than 2016, possibly due to timing and extra events last year like fun run, cookie dough and elections

Invoices to be reimbursed:

- Tuckshop petty cash reimbursement \$499.40
- Accounts payable work cover invoice to pay \$200
- QFS supplies purchase \$482.45

Motion: Approval to pay all the outstanding invoices read out at the meeting

Moved: Casey Vaughan

Seconded: Karen Pearce

Result: Carried

JABIRU:

- Providing help and gifts for the Barn Dance and Father's Day Stall
- Lee has approved room to be painted and air-conditioning to be installed
- Vacation care program is being approved for Spring

SUB-COMMITTEE REPORTS

Swim Club – No

Tuckshop – No

UNIFORM SHOP – Linda Colyer via email (read by Dana)

- Polos have been ordered and expected to arrive in November
- Sample not received from Chalkboard, so order has been placed with our second option (John Ellingsen)
- Leadership pockets for the unisex shirts will cost \$7 sewn on separately at an additional cost to be covered by the school

PRINCIPAL'S and HOC REPORT combined - Report attached; overview below:

- Looking at some possible excursion options – one per grade each year
- Poetry competition
- Leadership passports and badges
- School will pay for the badges to be applied to the senior shirts
- Outdoor area coming along
- Lee has paid for a number of murals to be installed around the school in term 4

Motion: Excursions to be ratified

Moved: Dana Hartnell

Seconded: Casey Vaughan

Result: Carried



Stafford State School
Parents and Citizens Association
 Corner Stafford & Webster Roads, STAFFORD, QLD 4053
 PO BOX 1084, STAFFORD CITY, QLD 4053



FUNDRAISING – Casey Vaughn

- Online sales for the Barn dance going extremely well
- Some teething issues with the setup of the online system
 - o Surcharges negate the savings of ordering early online
 - o Needing 2 separate logins
 - o Look at alternative options for online ordering
- Floats for the Bush Dance totalling \$450 required
- Father’s Day Stall will open early for students on an excursion on the day
- Float for the Father’s Day Stall \$100 required

Motion: To approve the Bush Dance floats totalling \$450

Moved: Lee Martin **Seconded:** Leonie Dowse **Result:** Carried

Motion: To approve the Father’s Day float of \$100

Moved: Lee Martin **Seconded:** Tracey Healy **Result:** Carried

GENERAL BUSINESS

IPS update

- Nominations, elections, secret ballots and training!
- Special meeting to be held (on the same day as a P&C meeting, like with the AGM)
- **Special P&C meeting will be held Tuesday October 3rd to vote on the constitution**
- **To be gazetted on Friday 6th October**
- **Wednesday November 8th**
- 2 staff reps and 2 parent/community reps required
- Secret ballot to be held, counter, scrutineer

CORRESPONDENCE OUT: Nil

EXECUTIVE COMMITTEE DECISIONS: Nil

NEXT MEETING: 7:00pm, Tuesday 3rd October 2017

Minutes taken by Dana Hartnell

This is a true and correct copy of the General Meeting minutes

Daniel Smith, President