Como & Districts Parents & Citizens Association

Agenda for July 29th 2015 @ 630pm in Como PS Staff room

1.1 Attendees: Julie Morton, Jacinta Muratovic, Tamara Rockstro-Groom, Stacey Mclelland, Jenny Easton, Dave Sharp, Nicole Arnold, Rob McCarthy

1.2 Apologies: John Mason, Adem Muratovic

2. Minutes of previous meeting Accepted by Dave Sharp and Tamara Rockstro-Groom.

3. Business arising from previous minutes
4. ‘Neighbourly’ to attend upcoming meeting. Carried over. J. Muratovic to arrange.
3 Stall holders survey results regarding which day market to fall. Eighty-eight percent of stall holders requested that the market remain on the current day. No change to be made.
4 Finalisation of soft fall payment- Completed.
5 Replacement of BBQ exhaust pipe with larger pipe. Additional GPO outlet at BBQ- Ongoing.
6 Parents night out. Ongoing.
7 Addition of descriptive plaque to commemorative wall “130 years of education – 2014”- Completed. Six additional plaques have been ordered. J. Muratovic to attend to same.
8 Ken Tucker workshops/credit check- agreed that this was not required at the moment.
9 Road safety issues. Increased police patrols have been noted at pick up and drop off times.

5. Correspondence
4 In: 4.1.1 P & C Federation Membership and insurance renewal due this term.
4 New shelf for canteen oven ($72) purchase approved by J and A Muratovic to increase the amount of hot food that can be sold. Worked really well on Education week open day.
5 Out: Nil

6. Business arising from correspondence
5 J. Muratovic And T. Rockstro-Groom to attend to P & C Insurance renewal.

7. Principal’s Report
6 Thank you to everyone who volunteered to make todays Open day so successful. We cooked and served around 130 sausages- Lots of hungry visitors!
7 Gymnastics on Thursdays is going well despite poor weather.
8 NRL clinics Tuesday winding up.
9 Scholastic book club to be arranged. Ordering can now be completed online for convenience.
10 Premier’s Spelling Bee coming up.
11 Stage 3 Camp to Canberra and the snow is fast approaching. Looks like there will definitely be snow.
12 Quotes for synthetic turf for the basketball court and an additional section of yard have been made. Looking at more expensive options, however well worth the investment going by the experience of other local schools having problems with cockatoos and car damage.
13 New permanent classroom position has become available. Interviews to be held this week.
14 Sutherland Shire Music Festival is fast approaching. Students are required to wear black trousers and will be provided with a T-shirt.

20150729 Minutes
8. **President’s Report**
7 Received 6 new plaque orders
8 1x plaque needs to be corrected for spelling.
9 Discussions with vice president re. Lack of volunteers and strategies to improve this. We are now at the point with the highest number of student enrolments, yet the lowest number of parent volunteers. Especially vacant spots on market day, as regular parent volunteers are burning out and requiring break/market day off. A letter has been drafted to appeal to all parents to contribute in some way. Letter was circulated and will be sent home.
10 Further investigation has been made into changing banks.
11 I will be representing the P and C committee on the panel for the new permanent classroom position.
12 Proposing ‘parent night out’ and ‘family night out’ fundraisers.

9. **Treasurer’s report**
8 Bank Change – Spoke with ANZ Sutherland Branch – Vanessa.rasmussen@anz.com @ (02) 95751700. No fee’s or charges. Internet banking. Dual signatory/co-approvers can be setup. No limits on vendor payment. Require meeting minutes of banking discussion to be recorded and forward to me to pass onto bank for verification. Need full names of people who require access documented in minutes. Named persons to attend branch in person so sign documentation if voted in to change banks. Coins may be brought to branch but have to be bagged per coin type. Bank can provide as much coin bags as needed. ANZ coin pouch to store all coin related takings. Vote on bank change imminent.
9 GST - Clarified with ATO on GST exemption. This applies if the school pays for items. N. Arnold confirmed she is willing to purchase items and be reimbursed.
10 I have reviewed all invoices and receipts that apply to this financial year. Previous financial year not yet completed (P and C financial years run by school year with some items outstanding).

7 **Market sub-committee Report**
8 July results were average, weather played a part. 10 per cent of stall holders did not attend, which impacts on the markets appeal to customers.
9 A stall holder newsletter has been sent out.
10 August market has some market holders taking leave. Spaces available. Minions, band and Art space to compliment stalls.

11 **Motions for voting**
   Bank change to be voted on by P and C executive at an extra-ordinary meeting.

12 **New business**
13 Change of staff at Credit Union. New standard for bagging coin has improved time it takes to bank.
14 Robyn will be stepping down from Uniform Shop at end of year. Succession plan required.
15 Dave Sharp has stepped down from signage role for markets. Succession plan required.
16 Request for school GA to repair and move black boards into library for next market day.
17 Cleaner advised she will be on leave over the course of the next market day. End of day manager to put bins in toilet block when locking up.

**Meeting closed: 7.550pm. Next meeting week nine September 9th. All welcome.**