



**Aveley Primary School P&C Association  
Agenda for General/Annual General Meeting**

<b>Time:</b>	6:30pm
<b>Date:</b>	25 <sup>th</sup> February 2019
<b>Place:</b>	Staff Room

**1. Attendees**

Renee Jones, Nyomi Prior, Kim Pieri, Sally Wulf, Helen Wulf, Emily Harman-Smith, Elisia Coetzee, Laura Lambert , Sharni Baxter

**2. Apologies/Absent;**

Andrea stone, kath smith

**3. Minutes of last meeting**

Previous Minutes passed by renee and 2<sup>nd</sup> by Laura

**4. Issues arising from last meeting**

N/A

**5. Correspondence In**

Letter from jess shaw  
Fundraising leaflets

**6. Principals Report**

710 students  
75 staff  
Smooth start to the year  
New staff throughout the school this year  
School board meeting few members have left currently looking for 2 new members  
Need ideas on lost property

**7. Presidents Report**

Thanks to all for help last year and goodluck for the year to come.

**8. Committee Reports**

**8.1 Vice President**

8.1.1 N/A

**8.2 Treasurer Report**

**8.2.1** Audit query needing to find new accountant to carry out the audit, sharni is in the process of finding someone.

**8.2.2** Will email once sharni has sent through 2018 canteen profit & loss statements

**8.2.3** P&C bank account Short of \$11,000.00

**8.2.4** Money still to come out for camp

**8.3 Secretary**



**P&C ASSOCIATION**

8.3.1 N/A

**8.4 School Banking**

8.4.1 Karen coming out for open new account day on Tuesday 5<sup>th</sup> march

8.4.2 7 new sign ups this year

**8.5 Canteen**

8.5.1 Change pay day for next pay run as it is a public holiday.

**9. Dissolving the Current Committee**

Control of the meeting is passed to the Principal to announce nominations of President and conduct voting if necessary.

New President to chair remaining of meeting.

**10. committee positions**

**President- Nyomi prior**

**Vice President – kim pieri**

**Treasurer/Public officer - Sharni Baxter**

**Secretary – Nyomi Prior**

**School Banking Co-ordinator – Helen & Kim**

**Facebook Co-ordinator – Helen & Nyomi**

**Fundraising Co-ordinator – Renee Jones**

**Canteen Co-ordinator – N/A**

**General committee members-**

**Emily harman-smith**

**Sally Wulf**

**Elisia Coetzee**

**Executive Committee**

**President – Nyomi Prior**

**Vice President – Kim Pieri**

**Honorary Secretary – post pone next meeting**

**Honorary Treasurer – post pone next meeting**

**Other Members (not less than 3) –**

**Sally Wulf**

**Emily Harman-Smith**

**Renee Jones**



## **11. General/New Business**

- 11.1 Camp contribution of \$1000-
- 11.1.1 **waiting for invoices will pay once received and will continue to support into next year.**
- 11.2 Book Awards-
- 11.2.1 **will continue to support**
- 11.3 Graduation Gifts-
- 11.3.1 **continue support into this year**
- 11.4 Cash on Hand for beginning of 2020 to be \$5000- **approved**
- 11.5 2019 Fundraising Schedule – Michelle
- 11.5.1 **Easter raffle wk9 term1 yr5**
- 11.5.2 **Free dress p&c term 1**
- 11.5.3 **Mothers day stall 7&8 may term 2**
- 11.5.4 **Wk5 cake stall term 2 yr5**
- 11.5.5 **Cake stall term 3 yr 5**
- 11.5.6 **Fathers day stall 27<sup>th</sup>-28<sup>th</sup> august**
- 11.5.7 **Sports carnival 6/9**
- 11.5.8 **Waste wise grant was approved canteen will receive a new dish washer**
- 11.6 **Trash free Tuesday instead of waste free Wednesday.**
- 11.7 **Creating a whole school sustainability program.**
- 11.8 **Letting people no more about what the P&C supply to the school, advertising it in the school newsletter.**
- 11.9 **Thank all the volunteers that helped out in each term in the last newsletter of the term.**
- 11.10 **Michelle presents school business plan that was redone last year 2018**
- 11.11 **Mothers day items to be purchased by renee.**

## **12. Next Meeting-**

- 25/3-6pm**
- 13/5-6pm**
- 10/6-6pm**
- 3/8-6pm**
- 2/9-6pm**
- 28/10-6pm**
- 25/11-6pm**

## **13. Meeting Closed**

**7:20pm**