



P&C ASSOCIATION

## Aveley Primary School P&C Association Meeting Minutes

<b>Time:</b>	6:00pm
<b>Date:</b>	10 <sup>th</sup> June 2019
<b>Place:</b>	Staff Room

### 1. Attendees;

Sally, Caterina, Emily, Kim, Sharni, Nyomi, Mel, Michelle, Elisia

### 2. Apologies/Absent;

Helen, Laura, Renee

### 3. Minutes of last meeting

First and seconded Sally and Cat.

### 4. Issues arising from last meeting

4.1 **Audit** – Sharni advised it needs to be signed off on, requested a copy of all the minutes last year but moving forward minutes to be signed and forwarded to Anderson, Munro and Wylie, Report was \$100 out.

4.2 **Storage Space** – Michelle advised storage space is going to be shared between the cleaner and P&C items.

### 5. Correspondence In -

### 6. Principals Report -

### 7. Presidents

7.1 **Committee Reports** – Nyomi advised the second hand stall went well.

7.2 **Treasurer Report** – Sharni spoke to ATO and adv there will be no exemption for payroll system. Sharni advised that Xero maybe a better system which costs \$10 a month, decision is to be made asap as she needs to advised ATO before 1<sup>st</sup> July. It was agreed by all to use Xero as it is more user friendly and technical support is very good.

7.3 **School Banking**– Kim advised book fair and second hand uniform needs to be banked.

7.4 **Canteen**- Helen is away, there is no canteen report.

### 8. General/New Business

8.1 **School Disco Term 3 Theme** – Suggestions come dressed as a letter (A-Z) and have a most unique dressed prize We will look at selling tickets through the class and also sell during school banking as well.

8.2 **Entertainment** – Nyomi to message on WAPPA Page if anyone is looking to DJ, Michelle adv we will need to make sure there is appropriate music and games. Hoping to get more parents to volunteer their time to help assist. Michelle to confirm with Mitch RE: Sound system we have and confirm what the DJ would be required to bring.



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- 8.3 **Sports Carnival Catering 6<sup>th</sup> September**– Nyomi spoke to City of Swan re; Volunteers but they don't have volunteers to help with the sausage sizzle. Nyomi made the suggestion of contacting the men's shed to see if they would like to volunteer their time to cook the bbq. We will need to organise volunteers for the cake stall, Sharni suggested putting up the P&C Gazebo in a prime location for those parents volunteering during the day. Kim will organise the coffee van and mention that we need at least 2 people in the van serving. Emily will speak to the "woodfired pizza truck" to see if they can come to the carnival. Nyomi will speak to Kath to organise the ice cream van.
- 8.4 **Fathers day ordering** -Kim & Emily advised that they will be ordering items for the stall this week, they will order around 100 items left as in previous years they have had a bit left over. Nyomi advised that we will sell items during recess and lunch in the week previous.
- 8.5 **2<sup>nd</sup> uniform stall** –It was very successful, there is low stock currently and not enough to run another stall at the moment. Cat will check the lost property every 3 weeks.

#### 9. Next Meeting-

5/8-6pm Term 3 Week 3  
2/9-6pm Term 3 Week 7

28/10-6pm Term 4 Week 3  
25/11-6pm Term 4 Week 7

#### 10. Meeting Closed- 7.12pm.