

Runcorn State High School P&C Association Minutes

Monday 9 September 2024

General Meeting Commenced: 5.36pm

Apologies: Katherine Brown, Elizabeth Cohen Rogers, Kristy Hesketh

Attendance: Tina McAndrew, Karen Fieldhouse, Gillian Redding, Zorica Stankov, Andrew Love, Darren McGregor, Sarah Johns

Sarah Johns read the Acknowledgement of Country.

Minutes of previous Meeting:

Zorica Stankov moved minutes be accepted, Tina McAndrew seconded. All in favour.

Business arising from previous general meeting: Zorica Stankov confirmed;

- Followed-up on camp buses, is the P&C financially able to cover the cost of buses for next year. Our expenses leading up to the end of year are as follows; annual leave for employees \$11,500.00 Tuckshop back to school order \$10,000.00 Uniform back to school order \$97,000.00. It was decided and agreed by all that we will relook at our financially situation in March 2025 and see if P&C is able to cover the cost of buses for camp.
- I am currently working with Business Manager to compile a list of assists (owned by school or P&C)
- The Executive team is in process of attending an appointment with BOQ to complete application for new accounts.
- I can confirm, as per constitution, we are required to hold 6 general meetings a year, plus the AGM. To meet this requirement, we will need to schedule an additional meeting in February next year. Date to be confirmed at next meeting.

Correspondence Received:

- Email from BOQ – information regarding pricing for terminals and fees. \$33/month per terminal (currently \$29.50), 1% transaction flat rate (currently 1.1%)
- Grant awarded to us, we will be purchasing following items as listed on grant for Tuckshop – dishwasher, 11 tray combi oven, 4 door salad counter, food warmer and slushie machine. Following items as listed on grant for Uniform Shop – Laptop, 5 racks shelves, stainless steel work bench, 40 storage tubs, 4 single racks, bar fridge.

- School has requested our support for three awards for Yearly Awards Night. Any suggestions of student names put forward to Executive Leadership to consider. Also, suggestion for school service award. It was discussed and agreed that student Seth Hore to be suggested to Executive Leadership, Zorica to pass this information to Shannon Sowden.

Treasurer's Report:

Andrew Love read & tabled the Treasurer Report for July & August. Andrew asked that the Treasurer's Report be accepted. Zorica Stankov seconded. All in favour.

Canteen Report:

Gillian Redding read & tabled the Canteen Report. Tuckshop report attached.

Gillian Redding asked that the Canteen Report be accepted, Karen Fieldhouse seconded. All in favour.

Uniform Shop Report:

Karen Fieldhouse read and tabled report. Uniform Shop report attached.

Karen asked that the Uniform Shop Report be accepted, Andrew Love seconded. All in favour.

Chaplain's Report:

Tina McAndrew read and tabled report. Chaplain's report attached.

Tina McAndrew asked that the Chaplain's Report be accepted, Zorica Stankov second. All in favour.

Principal's Report

Darren McGregor read and tabled Principals Report. Gillian Redding seconded. All in favour.

- Principal's Report Attached:

General Business:

- Andrew moved the motion for the P&C to purchase 10 plastic tubs from Kmart (roughly \$7/each) to store all our Audit paperwork over the years.
- Volunteer to do all our social media/marketing posts, new member Bonnie Markham has offered to do this role.
- Review the agreement that P&C have with the school regarding scholarships. Darren informed us and explained that the agreement was made many years ago with

previous executive team, stipulating that the P&C would cover the cost of the uniforms, while the school would handle the school fees for the students' awarded scholarships. He noted that scholarships are less common nowadays but clarified that going forward, any scholarship costs will be covered by the school.

Application for membership and recording of new members:

Bonnie Markham form was collected and accepted to become new member.

Meeting Closed 6.47pm

Next Meeting will be on Monday 11 November 2024 at 5:30pm in HASS Conference Room (SSMG)