Minutes of the monthly meeting held in the Library Annex of the School at 696 Albany Creek Road, Albany Creek on Tuesday 16th October 2018 commencing at 7.00pm.

1. WELCOME AND APOLOGIES

Attendance: 10 (as per attendance sheet)
Apologies: 1

2. MINUTES OF PREVIOUS MEETING

Motion: - I move that the minutes of the Tuesday 18th September 2018 Meeting are true and correct.

Moved: Tracey Dean Seconded: Megan Westbury Carried: All

3. BUSINESS ARISING FROM PREVIOUS MINUTES

- High Jump mats for PE have been purchased and have arrived at school.

- Prep Playground design has been finalised and approved by Regional office. Andrew has removed the existing playground and the trees have been removed. We are on track for installation during the December/January school holidays.

4. CORRESPONDENCE

Correspondence received this month is Invoices, bank statements and market stall enquiries.

Motion: - That Inward Correspondence is accepted and Outward Correspondence is endorsed.

Moved: Tracy Dean Seconded: Danielle Lead Carried: All

5. PRESIDENT’S REPORT

As I sat down to write some notes for my meet and greet with Mrs Berriman it really rang home just how much we have achieved in 2018. The usual things were on the list - we’re a small but committed group of people, we have a tuckshop that in the last 12 months has overcome a major breakdown to turn around and be absolutely smashing our financial goals and we have plans being fulfilled as we speak with the installation of the Prep Playground moving forward quite nicely.

With the fundraising efforts of those before us and us as the current committee, we have been able to contribute so much to Albany Creek just this year alone. The list is long and it is truly amazing! iPads for years 1 and 5; Buddy Benches; Drop Off Zone signage; Shade Sails in Year 1,
2 and 5; Our air conditional maintenance program, high jump mats for PE and our first financial instalment for the Prep Playground has now been paid. All this in 9 short months and a whopping $119,308 contributed back to our students.

Our children are fortunate to have each and every one of us working our butts of to make sure our school facilities as the best we can provide for them. So good work team.

Welcome to Albany Creek Mrs Berriman. Whether you are here for a short time or for longer, we are sure you will see just how passionate we are about our fabulous school.

Samantha Ford
P&C President since 2016

Motion: I move that the President’s Report be accepted

Moved: Samantha Ford          Seconded: Rob Eaglesham          Carried: All

6. TREASURER’S REPORT

Report prepared by Treasurer, Danielle Lead.

Current Account Balance $221,000
Total Expenditure for the month $60,000 (Prep Playground payment / Shade sail final payment)

- Full Report available upon request

Motion: I move that the Treasurers Report be accepted

Moved: Danielle Lead          Seconded: Megan Westbury          Carried: All

7. PRINCIPAL’S REPORT

Report tabled by Principal, Mrs Maria Berriman. Full report available upon request.

Motion: - I move that the Principal’s report be accepted.

Moved: Maria Berriman          Seconded: Rog Eaglesham          Carried: All

8. P and C Queensland

Nothing to report

9. SUB COMMITTEE REPORTS

Prep Fundraising

- A new supplier has been sourced for the Prep Tea towels. Tea towels should be returned to ACSS within 4 weeks of drawings being completed.
Instrumental Music Program

- NIL to report

Hall Canteen

- Carols by Candlelight are on December 4th. Hall Canteen will be open and glow products will be sold on the night. (Kylie Driver has confirmed she is available to manage the hall canteen for this event)

Uniforms

- Half price sale continues for polos and shorts sizes 14-24. Sales are going well.
- New uniforms from Suave are due before the prep open day but there is a possibility there may be a delay. We will keep everyone informed as we know more.

Tuckshop

- Lexie’s Workcover claim has been suspended by Workcover as she has failed to participate in the rehabilitation program set out by them. We have no further information at this time.
- Karen has submitted a Workcover claim (very reluctantly) for carpal tunnel syndrome. Karen has clearance to work from her GP whilst further investigation is undertaken into the course of action required to correct the issue. Workcover have accepted her claim and we are working towards ensuring Karen is fit for duties.
- Container Deposit Scheme (CDS) – Parmalat has advised there will be a fee increase to cover the cost of the 10c per unit CDS. This will no doubt be an increase from all vendors moving forward. Karen is to review pricing structure as a whole for the tuckshop. Sam has been in contact with P&C Qld about their trial for the CDS Containers for Change program as a potential fundraising opportunity. Sam will contact P&C Qld and advise we are interested to know more about this program.

Motion: - I move that the sub-committee reports be accepted

Moved: Tracey Dean    Seconded: Melissa Disckson-Ford    Carried: All
2. CHAPLAINCY

- Full report is available upon request
- Note: Chappy will finish the 2018 year in week 8, term 4 as she is getting married.

Moved: Daniel Manns  Seconded: Megan Westbury  Carried: All

3. FUNDRAISING

- Twilight Markets – Markets are at full capacity. Team would like to purchase some more fairy lights. Megan W and Danielle to discuss and purchase.
- Fundraising Planner for 2019 – discussions were held and the follow was agreed upon:
  
  * Prep P&C –
  Term 1 - Easter Raffle and Concert  
  Term 2 - Pie Drive (Whole School)  
  Term 3 - Picture Products  
  Term 4 - Prep Disco; Prep Tea towels.

  * Main P&C –
  Term 1 - Building Fund, House Shirts, Colour Run, Solar Panel Giveaway  
  Term 2 – Mother’s Day Stall, Spell-a-thon  
  Term 3 – Father’s Day Stall, Yearbook presales  
  Term 4 – Twilight Markets

4. SCHOOL COUNCIL

- A parent representative election will be held at the November meeting of the P&C. For parents who wish to nominate and be elected, they MUST attend the November meeting of the P&C. Nominations forms can be collected from the school administration office.

5. GENERAL BUSINESS

- Facebook Admin – a call was put out for a “Facebook Scheduler”. Carline Rufus (Gilby) has shown interested in taking over this job from Sam. All were in favour of the change. Sam will provide training and support for Carline.

Moved: Tracey Dean  Seconded: Rob Eaglesham  Carried: All
The next meeting is to be held on 20th November 2018 in the Library Annexe of Albany Creek State School, 696 Albany Creek Road, Albany Creek at 7.00pm

Meeting Closed at 8.39pm

Signed (President)  Date

Minutes prepared by Samantha Ford