| Meeting date and time | Wednesday, 10th June, 2015  
6:35pm – 8:30pm |
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<tr>
<td>Location</td>
<td>Library</td>
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| Minutes               | 1. **Welcome and Apologies**  
Present:  
Kathy Sydenham, Daniele Del Monaco (chair), Karen Clouston, Giulia Tronci,  
Paula Morris, Damian Murphy, Tertia Purves-Tyson, David Fitzpatrick, Belinda  
Rayment,  
Apologies:  
Stefanie Berglin, Kat Konig, Kirsten Black, Natasha Cromer, Nathalie  
Altamirandra, Yasmin Schubach |
|                       | 2. **Confirmation of previous minutes**  
Approved: Tertia  
Seconded: Paula |
|                       | 3. **Principal Report**  
- Interviews had a great response.  
- Bike racks: quotes are in. Each rack holds 14 bikes. Will go along outside wall of  
teacher room. Going with cheapest provider, Colemans @ $2,970 including  
installation.  
- Kathy complained about parents continuing to film school events, and had asked  
them to stop. P&C agreed they would support Kathy in her actions to stop  
unauthorised taking of pictures and videos at school events.  
- Donations for library went well.  
- Asset manager has money left over and will help play for the playground. |
|                       | 4. **President’s Report**  
-Movie Night: After a shaky start with numbers, it was a successful night. Held  
under the COLA to make the event more intimidate for the people that turned up.  
Clear skies and mild weather meant it wasn’t too cold for the Outdoors viewing.  
- Some feedback about the order of the agenda and whether the actions should  
go last. Tonight’s meeting will try doing actions last. |
|                       | 5. **Treasurer’s Report**  
- See attached run sheet & report  
- As of today we have $14,805.95 - $40 +$2000 in Bendigo |
- 2014 audit completed: only anomaly was that, on paper, it looks like a loss has been incurred on uniforms. Uniform audits have not been clearly documented for a number of years. This was flagged by previous treasurer but not followed up.

The state of receipts, stock and tracking prior to 2015 makes it impossible to resolve prior to 2015 but treasurer believes that uniforms have not actually been running at a loss. See Report attached for details. Receipt book is not itemised. Order forms have no date so difficult to reconcile with accounts. There is no record of money hand over from school to P&C. Treasurer believes it may not be possible to accurately audit in retrospect, but suggested that a line be drawn at the end of 2014, and records be properly kept from beginning 2015 onwards.

Solution is to have a balance book in the office.

Several ideas proposed, including to transfer uniform sales to third party business, or for uniforms to be run by P&C with no involvement of office.

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<th>6. Coordinator Updates</th>
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<td><strong>Environment Update – Playground (Belinda)</strong></td>
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<td>Belinda presented 2 options. The document is attached to these minutes. In summary:</td>
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<td>Option 1: contract a company to repair and replace equipment for the existing playground.</td>
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<td>2 quotes were obtained, the cheaper quote for $16,633 was preferred between the 2 quotes. It included the following:</td>
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<td>- replacing the tube slide;</td>
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<td>- replacing the cat slide;</td>
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<td>- replacing the chain net climber;</td>
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<td>- replacing the timber on bridge and shortening the chains to reduce the angle of the bridge;</td>
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<td>- replacing the wave climber with an inclined poli wall with climbing chain and rock grips;</td>
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<td>- replacing the monkey bars with a pommel and knotted rope trail;</td>
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<td>- removing the rails to sand blast, zinc coat and powder coat; and</td>
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<td>- repairing holes rubber surface created by above work</td>
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<td>It also included removing the activity panels to the side of the playground and replace them with ParkFit Parallel Bars</td>
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<td>This quote includes a number of new elements to the playground like the pommel crossing with knotted rope (see picture in quote) to replace the monkey bars and replacing the wave climber with a rock climbing wall. It also includes a longer lasting solution to the rails by removing them to have them properly coated.</td>
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<td><strong>Option 2</strong>: Employ the ‘Playground Doctor’ as a consultant to work with Rose on designing a playground using some of the existing infrastructure, some of the new elements suggested by the Playground Doctor and adding new wooden elements</td>
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It was estimated to cost $18,000 and include the following:

- Playground Doctor
  - consultation;
  - design drawings;
  - provision of list of all wood, hardware and materials needed;
  - inspection of work during project; and
  - certification.

The playground would include
- wooden cubby house or shop under the bridge;
- wooden slats between handrails;
- removing the rails to sand blast, zinc coat and powder coat;
- removing the activity panels;
- installing parallel bars;
- replacing monkey bars with pommel and knotted rope trail;
- repairing the blue slide;
- repair soft fall as necessary;
- all timber and hardware;
- fee for Artist in Residence.

This option would result in many new elements for the playground, including adding a timber aesthetic to the playground instead of the existing plastic style.

- **RESOLUTION**: The P&C voted to go with option 2 and cap the cost at $17,000. The P&C would not pay the fee for Rose as Artist in Residence but that this would be discussed and agreed separately between Rose and Kathy. The P&C agreed to Contribute $8,500 towards option 2 and the school to cover the rest plus Rose’s wages.

**Fundraising (Daniele)**
- Movie Night already discussed earlier.
- Term 2 Cake Stall raised over $450.
- Royal Raffle raised $733.
- Entertainment Book – 33 families purchased the books. We raised $462.
- Athletics Carnival - Daniele will be the Coordinator. This year we won’t do pre-orders. To make it manageable, kids will come up by class from 1130 for sausages.
- Mitre 10 BBQ is scheduled for Saturday 1st August. We only have to supply drinks and manpower. It’s a smaller BBQ than the Bunnings one and a shorter day too. Needs a coordinator.
- Walkathon is planned for Sunday 30th August. This year we want to try and increase participation particularly amongst the old years 3-6 and want to add an Amazing Race as part of the Walkathon event to make it more exciting. Tertia and Damian were interested in helping particularly with the Amazing
race part. If we do the same coastal walk from last year, then the route is already done. Need a coordinator.

**Action:** Recruit for Coordinators for Mitre 10 BBQ and Walkathon in newsletter.

**Uniforms (Giulia)**

- Full hand over made between Juli and Giulia now complete. Uniform Bible beautifully put together by Juli, so next year whoever will do the uniform will have the right tools
- Stocktake and winter order done. Stock take will be done again before the end of term
- Sports socks ordered and socks item added to the order form (before the socks weren’t on the order form)
- Tertia requested the order form to have a date so we can keep track of stock in and out and when so that has now been added.
- New order form with socks and date needs to be updated on website.

**Actions:**

- New order form with socks and date needs to be updated on website.
- End of Term 2 stocktake to be done

**Garden (Joni)**

- Produce sale made $109

**Ethics – No update**

**Class reps – No update**

7. **New orders of business**

**Juli Teal Thank You**

-Daniele made a special thank you and acknowledgement to Juli Teal for all her efforts with managing the uniforms over the last 6 years. Juli was also instrumental in the design and set up of the uniforms all those years ago. We have bought a gift for her and given she’s not at the meeting, this will be given to her tomorrow.

**Action:**

Tertia to give Juli the wine & chocolate gift from the P&C

**PSSA sport – role of teachers at games and policy on cheering**

This had been resolved and written in the newsletter last week.

8. **Actions from previous minutes** (see Action spread sheet)

9. **Next meeting**

   Wednesday 5th August 2015