

# MUNDARING PRIMARY SCHOOL P&C

## General Meeting 1<sup>st</sup> May 2017

### Meeting Minutes

**Attendees:** Amy Bryce, Yvonne Chow, Melissa Cramer, Trevor Ghouse, Coralie Gibson, Trish Green, Paul Larkin, Emma Locke, Lee McMaster, Neridah Zlatnik

**Apologies:** Amanda Ghouse, Erandi Parish, Katie Pether, Nancy-Lee Boulton, Del Thompson (resigned), Sharon D'abbs, Shelly Hamersley, Jason Grylls

#### Items:

1. Confirmation of previous Minutes
2. Vice-President nomination/ welcome – Trevor  
Jason Grylls elected unopposed
3. Finance; updated signatories & WACCSO survey – Yvonne  
Transfer funds from Canteen to be organised. Bendigo bank app to be downloaded by TG, EP, TG. WACCSO survey due 18 May.  
Uniform shop update – there was no loss in 2016 but a profit of \$1500  
Treasurer's report in for period of 8 March to 28 April 2017 and invoices in.
4. Mundaring P&C Facebook page – Amanda to be made an administrator.
5. P&C Volunteer shirts to be stored at the school, Emma bringing them in
6. Fundraising update – Erandi, Melissa, Lucy
  - **Wood raffle** - coordinated by Melissa Taylor Crammer and Lucy Polich.  
Saturday 10th June at Mundaring Village Pharmacy from 9am – 4pm
  - **Bunnings Sausage Sizzle** - coordinated by Karen Mummery.  
Selected date Sunday October 22nd.
  - **Mothers Day Stall** - coordinated by Erandi Parish.  
Main stall in Room 5 on Thursday 11th May & Kindy A on 10th of May.  
Paul will create a timetable for classes to be bought down on the day.  
6 volunteers to help on the day, but the more the merrier.  
Collecting donations to create prizes for the Mother's day raffle  
Budget approved for \$900. Total spent: \$792.50. Some money will be allocated for wrapping prizes.  
**Paul send out push notification next Tuesday reminding parents of the stall dates. \$4 presents and 50c raffle tickets for Raffle.**
  - **Easter Raffle** - Thank you to all who helped wrap and distribute prizes on the day. We raised \$1000...fantastic effort.
7. Canteen – do we continue to open on Tuesdays or not. Contract to be looked at and more advertising for Tuesdays.
8. Sponsorship – Trevor  
Proposal to be sent through
9. Trade Directory Application – Trish to update and draft a letter to businesses in Mundaring
10. P&C Email address on the website – Trish to make dopbox minutes available

11. Procedures and Protocols – File for fundraising. Secretary to go through dropbox files and cull.
12. Environmental/ Community spirit donation of funds via Tony Lucassen – Trevor writing the proposal in conjunction with Principal and school staff.
13. Colour Fun Run has been a good fundraiser in the past
14. Principal's Report given – student enrolments at 324 to date but we do have a fairly full class structure and have to accept families within the boundaries. Staff changes include welcoming Mrs Emma Brown as new permanent Library Officer, EA Mrs Susan Van Zyl, Mrs Bindi Jones retaining the Visual Art position for another term, Mrs Radalj going full-time in room 2 for the rest of the year and Mr Tiniswood returning to teach LOTE (mainly Japanese).
15. Other items

Correspondence In:

- Colour Fun Run
- Mother's Day Stall
- Chocolate Fundraise
- Coffee's 'R' Us
- MrShowbags.com
- Email from Glen Forrest Primary P&C President wanting to network with other P&C Presidents in our area.

**Next meeting:**

**The next general meeting is Monday 12<sup>th</sup> June at 7.30pm in the staff room.**