

**TEMPLATE FOR MEETING**  
**Dianella Primary College P&C Association**  
**Minutes of Special General Meeting**  
**DATE: 7<sup>TH</sup> September 2020**



ITEMS	ACTION (NAMES)
<b>HELD</b> – Dianella Primary College Hall / The Hive	
<b>MEETING OPENED - 1:35pm</b>	
<p><b>ATTENDANCE –</b>            Maxine Potgieter            Maryann Henwood            Melissa Ozich            Anthony Middleton            Alex-Ann Hughes            Irin Ong            Shirley            Poornima Kureeman            Rose Hsieh            Sana Khan</p> <p><b>APOLOGIES –</b>            Michelle Walker</p>	
<p><b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING –</b></p> <p>All true and correct, Motioned by Melissa O, seconded by Anthony.</p>	
<p><b>PRINCIPALS REPORT –</b>            N/A today</p>	
<p><b>TREASURERS REPORT –</b></p> <p>Nothing in or out since last meeting. Balance \$15,580.58, useable \$13.538.            Motioned by Melissa O, seconded by Maxine</p>	
<b>CORRESPONDENCE IN –</b>	
<p><b>CORRESPONDENCE OUT –</b>            Letter needing to be formulated and distributed to parents ON WEDNESDAY 9<sup>TH</sup>, informing community of presidents resignation and reminding parents to send money with their children for faction carnival food stall.            Anthony to announce on PA reminder for lunch order and send a text message on Thursday morning reminding parents to send money with the kids for Friday lunch. Letter to also give short introduction to P&amp;C.</p>	<p>Sana</p> <p>Anthony</p>
<p><b>GENERAL BUSINESS –</b></p> <p>Kay has resigned in writing August 24<sup>th</sup>. Ros contacted WACSSO regarding where to go from here. It is our role to advertise we no longer have a president, seek nomination of new president,</p>	

suggestion by P&C webpage and social media. Any decisions made before her resignation still stand, we can continue to have meetings and make decisions as far as the wider school community is aware, until the end of the year.

P&C to formulate a notice announcing the step down, saying thank you, and advising that nominations are now open for the role, with applications to be made BY the special AGM at the beginning of term 4.

Year 6 camp – Tracey finalised the costs and sent letters to parents, final cost to parents shown to be \$160. 7 families responded with problems paying that. School asking if P&C willing to fund \$60 per child. More discussion about surveying or informing this years Yr5's about the costs of camp. Melissa O motioned \$420 to be given to School for Year 6 camp. Maxine seconded.

Faction carnival lunch orders – Anthony requests that orders be grouped into classes not factions. We may group two classes together, Anthony will provide list to which classes can be grouped together. Recess at 10:40am, lunch at 12:30.

Money for buying food and paying lunch vendors (Subway, PP) can be taken from the cash received for lunch orders.

Melissa O will call Honeywell IGA to ask about a late \$200 voucher.

Rose says Coles and Woolies also like to sponsor, requests need to be made on school letterhead paper.

Canteen pantry is where we can store our excess foodstuffs.

Carnival usually finishes around 2:30pm, find Rudy to announce cheap food to be cleared at end of day.

Pie warmer in canteen available for our use.

Motion that we go ahead with the food kiosk on carnival day – Melissa O, seconded by Shelly.

List of hard supplies (tables, extension cords etc) given to Anthony, he will supply.

Shopping list formulated for kiosk.

#### **FUNDRAISING –**

Profit from Subway and Premier pies lunch orders tentative \$103.50

Cailey has suggested when advertising for fundraising to announce what we are fundraising for. Example, communicating to parents we will be subsidising the Bop til you Drop program, that it is a trial for the junior primary with hopes to become a whole school program. Pre-K to year 3 involved this time.

#### **GROUNDS BUSINESS –**

#### **NEXT MEETING –**

September 23, 1:30pm

**MEETING CLOSED – 3:00PM.**