

## General Meeting Minutes

**Date:** 25<sup>th</sup> August 2020  
**Opened:** 7:45pm  
**Present:** Bronwyn Lawrence, Danette Gale, Amanda Yeo, Shannon Allen, Trish Nixon, Prue Adams, Naomi Hocking, Helen Schmetzer, Kyle Bryant

**Apologies:** Jodie Hinds, Jo-Anne Strader, Andrew Schmetzer, Vicki Allan

**Minutes of previous meeting:** **Motion:** The previous minutes are accepted as a true record.  
**Moved:** Helen Schmetzer  
**Seconded:** Danette Gale  
**Passed**

**Business Arising from previous minutes:**

- *Uniforms : Samples viewed.*
- Motion :** To place order for the winter uniforms as presented
- Moved :** Amanda Yeo
- Seconded :** Shannon Allen
- Passed**

- *Compliance Register - Update to include uniform stocktake prior to each meeting compete*
- *School Café : Link to P&C bank account*
  - *Concerns raised about being associated with eftpos for the café and the P&C eg insurance*
  - *Raz to speak with Jodie Hinds around this matter*
  - *Shannon to continue follow up*
- *Year 12 Graduation Update*
  - *Under current restriction assembly needs to be under 1 hour and no parents allowed.*
  - *Will look into live streaming this*
  - *Aim to do this on the last Thursday of Term 3*

**Correspondence In:**

- The Impact Suite e-mail : Job Keeper Extension Information <https://theimpactsuite.cmail19.com/t/i-l-xulihdk-jtdktttjhd-t/>
- NSW P&C Federation e-mail : Webinar reminder re : Technology for Parents and Carers
- ACNC e-monthly bulletin : Charity news and updates
- The Impact Suite e-mail : Get the most from fundraising events <https://theimpactsuite.cmail20.com/t/i-l-xuilkld-jtdktttjhd-t/>
- The Impact Suite : Australia's COVID-19 Recovery webinar link <https://theimpactsuite.cmail20.com/t/i-l-xuilkld-jtdktttjhd-d/>
- NSW P&C Federation e-mail : Membership Fee Relief Application Closing date is 31<sup>st</sup> August
- NSW P&C Federation e-mail : Update on holding P&C Association meetings <https://www.pandc.org.au/constitutions-for-nsw-pc-associations/>

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- NSW P&C Federation e-mail : A guide to NSW school students for Term 3 <https://education.nsw.gov.au/covid-19/advice-for-families#%3Cstrong%3ESchool2>

**Correspondence Out:** • Nil

**Treasurer Report:** Treasurer report presented as per attachment.

Comments:

**Motion:** *The Treasurers report be accepted and all payments confirmed.*

**Moved:** Bronwyn Lawrence

**Seconded:** Shannon Allen

**Passed**

**Canteen Report:** Canteen report presented as per attachment.

Comments:

YTD Sales down to this date last year due to COVID restriction  
Will look at transferring \$40,000 into the P&C Account to pay for the winter uniforms  
School canteen unable to run at the athletics carnival next week

**Motion:** *The Canteen report be accepted and all payments confirmed.*

**Moved:** Prue Adams

**Seconded:** Bronwyn Lawrence

**Passed**

- Principal's Report:**
- COVID Restrictions for Term 3 available on the internet
  - Athletics Carnival : Students have to sit in their Stage Groups (rather than Houses) at the athletics carnival
    - Unable to run the high jump as unable to clean hygiene concerns
  - School beanie on sale with profits going to SRC
  - School bus – further discussion postponed to next meeting

- General Business:**
- Uniform packs discussed.
    - Mortimer's quote re : Rugby Knit - \$7.50 more than the White Line Quote. So will plan to go with White Line
      - To prevent overstocking want to open preorders
    - Pack A
      - 2 polos, 2 shorts and 1 hat
    - Pack B
      - 2 track pants, 1 rugby knit and 1 jacket
      - +/- 1 beanie
    - Pack C

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- 2 polos, 2 shorts, 1 hat
  - 2 trackpants
  - 1 jacket and 1 rugby Knit
  - Keen to visit feeder schools to promote packs along with information pamphlets
  - Bronwyn to speak with Helen re : pamphlet for the schools
- School Hats
    - Push to sell hats/caps in uniform packs to encourage use during summer.
- Motion :** *To buy existing stock of hats and caps from the school in order to sell them through the uniform shop*
- Moved :** Amanda Yeo
- Seconded :** Shannon Allan
- Passed**
- Bronwyn to chase with Helen
- Question raised whether visors can be added to the caps/hats. Helen to chased up.
- Helen to chase up with the SRC to see whether they would be happy to have the beanie sold in the winter uniform pack.
- Money would be given back straight to the SRC.

Meeting Closed @ 8:33pm

Next Meeting : 27<sup>th</sup> October 2020 @ 7:30pm



President – Danette Gale



Secretary – Trish Nixon