

## **Mullumbimby Public School P&C Association Inc**

### **MINUTES - General Meeting – 30 October 2024 (Mullumbimby Public School)**

*Opened 6.30pm*

#### **Meeting Procedures**

##### **1.1 Acknowledgement of Country – Jingi Walla**

We pay our respects to traditional owners of these lands, past, present and emerging. We recognize their ancestral, cultural and spiritual connections to Country and acknowledge their sovereignty was never ceded.

##### **1.2 Attendance: Amy Austin, Leah Molenaar, Carla Boyle, Charlotte Hayes, Edwina Hart, Elle Meredith.**

**David attending at a later time as he had a conference in Sydney and travelling back via flight now.**

**Apologies:** Keishia Thompson, Sarah Neeves, Jo Black, Eleni Pappas, Angie Wilton, Allison Bligh, Cara Gallagher.

##### **1.3 Business arising from previous minutes:**

Soccer Goals update – referred to further in Agenda at Item 4.

Asset Register - Leah working it out with Elle & Charity.

Google Document Folder access - fundraising folder granted to Sarah and Charlotte. Seems to be working.

Hat Drive. A whole lot of spare ones were found and decided that perhaps having loads of spares might encourage people to forget. Teachers onto it with notes etc

##### **1.4 Confirmation of previous minutes**

**Motion** to accept the previous Minutes dated 9 September 2024 previously circulated via email and ***tabled***.

**Motioned by Carla Seconded by Charlotte**

***All in favour? Carried all in favour***

##### **1.5 Correspondence**

*Emails to affiliate email:*

- Grants Hub emails – on hold while Tandi away.
- iCare Policies for canteen employee/s forwarded to Keishia.
- P&C Federation bulletin and webinars - forwarded to members.

**School pigeon hole: None known.**

## **2. Reports**

### **2.1 Treasurer's reports – Elle Meredith**

**Motion** to accept Treasurer's Reports for September and October together with the amended June Balance Sheet *amended to show the historical adjustment changed to "Retained Earnings"* **tabled**. *Elle will also update the prior Balance Sheet reports to make them neat and tidy and Leah will re-circulate.*

**Motioned by Carla Seconded by Leah**

***All in favour? Carried all in favour***

### **2.2 Canteen Treasurer's reports – Keishia Thompson (apologies)**

Email from Keishia:

"A little update to be shared at Wednesday's meeting in my absence. I will send through reports once I get feedback from the accountant to reconcile one transaction.

Canteen Manager Job ad went live on social media platforms on Tuesday 22nd October.

Holly created a fabulous ad and with Dave's approval it has been posted to our general P and C facebook page. Keishia has shared ad amongst many local and extended community pages.

The ad was also published in the echo on Wednesday 23rd October. It was a very rushed process and unfortunately advertised days were incorrect. A second ad will go in the Echo published 30th October with the closing date extended by one day to the 31st October.

Short listing will move forward on 31st October and successful applicants will be invited to an interview on Tuesday 29th November. Carla and Dave will be present along with another P and C member.

Simultaneously unsuccessful applicants will also be notified by email on Tuesday 29th November.

We have had 3 interested applicants so far.

Also on the employee front- Eleni has formally signed her casual contract and began paid work on Friday 18th October.

Thanks  
Keishia"

Elle may be available Tuesday to assist with the interview. Carla will confirm.

### **2.3 Canteen Coordinator's report** – No report received.

Canteen update: Healthy Canteen approved. Big thank you for all the effort put in to make this happen and congratulations team!

### **2.4 Uniform Coordinator's report** – No report received.

The new uniform proposal is a work in progress. Holly and Dani have done some ground work with suppliers and sourcing and are happy to take it over from Elle. Elle referenced that the Department actually has a uniform requirement that states *"document the school uniform, ensuring uniform clothing lists are categorised in non-gender specific terms."*

### **2.5 Fundraiser/Events Coordinator's report** – Charlotte Hayes

**Motion** to accept Fundraiser/Event Coordinator's report - *Family Fun Night Wrap Up 2024.*

**Motioned by Carla Seconded by Leah**  
***All in favour? Carried all in favour***

Congratulations and big thank you Charlotte for all her efforts with the sustainability aspect the evening. Only filled half of the landfill bin! Chocolate wrappers from prizes were an issue.

**Art Show - Amy Austin:** Running pretty much the same again. Would love P & C to do the dinner and rally troops to help decorate. If we have any ideas to contribute please feel free to share.

**Return and Earn discussions.** A lot of effort for not a lot of return when we could recycle. Will discuss on an event by event basis.

**2.6 Principal's report** – Meeting wrapping up quite quickly. Amy contacted David and said it was unnecessary for him to attend as we were wrapping things up and a lot of items were going to be held over.

## **3. Agenda Items**

### **3.1 Events:**

Chinny Charge - Saturday 21<sup>ST</sup>. Report to come from Charlotte.

## Upcoming Events:

- *Art Expo, week 8, Thurs 5/12*
- *Christmas Carols, week 9, 15/12*

### 3.2 Grants update – held over

### 3.3 Expenditure on Canteen and Event tokens

Big thanks to Carla for her effort on the *Canteen & Event Token proposal* tabled. Discussed some names and agreed on Bimby Bucks.

***Motion for expenditure of up to \$1,000.00 for tokens. Quantities and values to be confirmed and taken offline.***

**Motioned by Carla Seconded by Edwina.**

***All in favour? Carried all in favour***

### 3.4 Soccer Goals

Big thanks to Edwina for her effort on the *Proposal: Soccer Goals purchase* tabled.

David has said they would like to purchase 2 of the 5x2 metre goals.

***Motion for expenditure up to \$6k for soccer nets.***

**Motioned by Edwina Seconded by Carla.**

***All in favour? Carried all in favour***

### 3.5 Sustainability Impact Statement, document tabled. Edwina

Great to have some decision making guidance moving forward. Still a work in progress but sets a standard. Edwina will wait for further input and then finalise.

### 3.6 End of year celebration - take offline

## 4. General Business.

### Received an email from Jenny Fitzgibbon:

“Dear Mullum P and C

I saw your stall at the Chippy Challenge and asked about it as I am also organising an event.

I had lined up a loan of three gazebos for the event on this Sunday and they have fallen through.

I wonder if your P&C would consider lending yours. It was a 3x4m one.

The event is on Sunday 3rd Nov at the Mullum Civic hall all Sunday morning.

It is a Bob Brown Foundation Rally for Native Forests with live music and speakers, children's

activities and info tables for many of the region's environment groups.

The gazebo would be used for shade for volunteers and attendees, or maybe the mask-making for kids as the extra metre makes a better space for them.

I look forward to your response. I would have a volunteer take charge of it for pick up before Friday and delivery back on Monday.

Thanks for your consideration of this request.

Warm regards

Jenny Fitzgibbon”

It was agreed we would lend the gazebo. Leah to reply that it needs to be collected between 9am and 12pm Friday and returned between 9am and 12pm Monday to the canteen - only window with volunteers guaranteed to be there. Leah also to email the office and let them know.

**5. Agenda items for next meeting - to be advised.**

6. Next meeting date:

***End of Term 4, informal meeting/get together***

***Meeting closed: 7.39 pm***