

CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizens' Association



GENERAL MEETING AGENDA

Details

Tuesday 9th August 2016

7:30pm

Arts Room

Agenda items		Details
General	Open	<ul style="list-style-type: none">▪ Welcome▪ Previous action items (as listed below)
Executive presentations	President's / Vice President's report	<ul style="list-style-type: none">▪ Executive decisions▪ Feedback from Metro North meeting (topic: Effective Meetings)▪ Meeting etiquette (copy emailed)▪ Roles & Responsibilities of subcommittees & what this means for general members
	Secretary's report	<ul style="list-style-type: none">▪ Correspondence & follow up
	Treasurer's report	<ul style="list-style-type: none">▪ Report attached
Subcommittee presentations	Tuckshop	<ul style="list-style-type: none">▪ Report attached
	Buildings & Grounds	<ul style="list-style-type: none">▪ Working Bee follow up▪ Ventilation fans Hall toilets
	Uniform shop	<ul style="list-style-type: none">▪ Price increase due for uniforms
	Fete	<ul style="list-style-type: none">▪ Request for funds
	Fundraising	<ul style="list-style-type: none">▪ Report attached
School presentations	Principal's Update	<ul style="list-style-type: none">▪ Report attached
	Val's Events	<ul style="list-style-type: none">▪ No dates to report
	School Banking	<ul style="list-style-type: none">▪ Report attached
New Items	1	Georgia Newbery – request for more monkey bars
	2	Expenditure request to update P&C Website
Wrap up		<ul style="list-style-type: none">▪ New memberships▪ Next Meeting 12th September 2016)▪ Thanks and Close

END

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Correspondence		
Who	Item	Action
Liz Brett	Enquiry on cost of Hall resurfacing & appropriate spending of funds	President
Lyndal	Possums in Hall, Safety of Louvres in the hall	Secretary / Treasurer
Prep C	Thank you P&C for the working bee – Booklet	Executive / Buildings & Grounds
Davelle ac	Annual service of School Air-conditioning	Executive / Buildings & Grounds
END		

July Action Items		
Tuckshop	<u>Sally B</u>	to gather quotes and present cost/benefit for purchase of P&C Laminator
Fundraising	<u>Val and Jade</u>	to discuss a date for Movie Night in Term 4
Buildings & Grounds	<u>Melissa</u>	to discuss with Sally Bryant to co-ordinate food for volunteers during working bee.
	<u>Melissa</u>	to investigate and gather quotes for ventilation fans to assist the smell in the hall toilets.
	<u>Viktoria</u>	with Stewart's assistance will gather feedback from teachers about how to improve playground facilities.
	<u>Guy</u>	to go about finding potential recruits for 'Pack up Team' after fete finish time.
Events	<u>Stewart</u>	to follow up WWF Onesie day with Bianca Ellery.
Cyber Safety	<u>Stewart</u>	to follow up this program offered by Qld Police.
END		