Action Items from 14 June 2022 General Meeting

Type	Assigned to	Description	Status
Existing	Stewart Jones, Lyndal Dobbs	Consider options and implement a safe and sightly option to rectify the cutouts near the front entrance of the school (Ironbark Rd entrance).	In progress – Concrete to be poured before next term.
Existing	P&C Executive Committee	Work with Tal Mitchell to donate $2,000 under the 2021 Volunteer Grants grant for volunteers donated to school and topped up for PA Working with Tal Mitchell regarding $2,000 for PA system.	Awaiting correct invoice from Lyndal.
Existing	Alice Cottrell	Alice to look into holding the Premier's Reading Challenge as a fundraiser.	In progress – 22 to 26 August with further info on book week parade to come.
Existing	Lyndal Dobbs	Look into installing nappy disposal bins in the disabled toilets.	In progress – Awaiting confirmation of cost to proceed.
Existing	Lyndal Dobbs	Lyndal to attend to drains being fixed.	In progress – Completion during the school holidays.
Existing	Sally Herrett	Look into purchasing CHSS P&C portable flags and banners to use for events.	In progress.
Existing	An Tong, Mel Venz	Coordinate with Building & Grounds to provide list of project and priorities. List to be circulated to Comms as well.	In progress.
New	Stewart Jones	Invite Elizabeth Watson-Brown to a P&C meeting/to tour the school.	In progress.
New	Mel and Natasha	Mel to provide dimensions and requirements for the Uniform Shop to Natasha to organise architectural drawings	In progress.

Incoming Email and Postal Correspondence Register

Incoming				
Date	**Email/Post**	**From**	**Description**	**Action**
17/06/2022	Email	Crazy Camel Fundraising	Easy Fundraising with Crazy Camel	Emailed to President, Events
24/06/2022	Email	P&Cs Qld	Newsflash - COVID-19 Vaccination Mandate Update	Circulated between Exec and implications for meetings considered
30/06/2022	Email	Ashley Haddan (Budget Schol Gifts)	Fathers Day Stall Fundraising Gifts	Emailed to Events
12/07/2022	Email	Anna Pianta (Head of Program Teaching and Learning)	Invitation to advertise Triple P Fear-Less Workshop on 26 July 2022	President responded and forwarded to Communications
01/08/2022	Email	Elizabeth Watson-Brown (Federal Member for Ryan)	Introduction and commitment to attend a P&C meeting	President has responded and extended an invitation to the next P&C meeting
15/07/2022	Email	Brenda Whybrow	Donation of potted trees	Mel Venz collected the seedlings and some will be planted during the coming Working Bee

Nil outgoing other than noted above.

Urgent Executive Actions Report

Date	Matter	Type	For	Against	Decision
17/6/2022	Decision to book band for bush dance on 13 August 2022 in the sum of $940 subject to favourable cancellation terms.	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed
18/7/2022	Decision to purchase Fathers Day stall gifts to the value of $3,000	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed
25/7/2022	Decision to postpone General Meeting from 2 August 2022 to 16 August 2022.	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed
30/7/2022	Decision to approve expenditure of $113 to hire a security guard for the bush dance.	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed
6/8/2022	Decision to support Chaplaincy to run "Dough for the Dog" fundraiser to cover training and school-related expenses for Myla.	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed
12/8/2022	Approval to purchase uniforms from existing suppliers up to the value of $40,000	Exec	Oriel Morrison Penelope Jessup Jacquelyne Cope	-	Passed