



# Lake Clarendon State School P&C Association

## General Meeting Minutes

Monday 20<sup>th</sup> July 2020

President – Emma Saal  
Secretary – Elissa Maguire

Vice-President – Linda Lyons  
Treasurer – Elly Hallas

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| <b>Opening and Welcome by Chairperson</b>   | Meeting was opened at 6:34pm by President Emma Saal. Everyone welcomed.  |   |
| <b>Attendance</b>   | Emma Saal, Elissa Maguire, Jackie Davis, Elly Hallas, Nikita Hines   |   |
| <b>Apologies</b>  | Linda Lyons, Sandra Wright, Jenna-May Lench, Hannah Harm   |   |
| <b>Confirmation of Previous Meeting Minutes</b>   | <p>Previous meeting minutes from 8<sup>th</sup> June were distributed by email.<br/> <b>Motion:</b> to accept submitted previous meeting minutes as true and correct.<br/>           Moved by Jackie Davis, seconded by Nikita Hines<br/> <b>All in favour</b></p>   |   |
| <b>Business arising from minutes of previous meeting</b>  | <p>Actions on Notice;</p> <ol style="list-style-type: none"> <li>1. Jackie Davis to place mid-year uniform order - Done</li> <li>2. Elissa Maguire to order Father's Day stock for stall – Done</li> <li>3. Elissa Maguire to confirm colour run order and date – Done</li> <li>4. Elly Hallas to enquiry about domino's on last day of term – Done</li> </ol>   |   |
| <b>Correspondence, discussions and action of correspondence received since previous General Meeting</b> | Inwards  | <ol style="list-style-type: none"> <li>1. Invoice – LW Reid school jumpers</li> <li>2. Father's Day invoices</li> <li>3. Invoice – Official uniforms</li> <li>4. Tennis in state school's initiative email</li> <li>5. Scholastic bookfair email</li> <li>6. Go2Zone water cooler sale agreement</li> <li>7. LVRC grant confirmation for \$2250.00 for water cooler</li> <li>8. Colonial catering email regarding tuckshop options</li> <li>9. Email from parent regarding fundraising ideas</li> </ol> |
|   | Outwards   | <ol style="list-style-type: none"> <li>1. Colour run confirmation of dates via email</li> <li>2. Scholastic book fair enquiry regarding dates</li> </ol>  |
|   | <p>Colour Run is scheduled for 11<sup>th</sup> September.<br/>           Book fair will not go ahead this term due to lack of volunteers as it requires a person present morning and afternoon for about one week in the library.<br/>           Grant received from LVRC for \$2250.00 for a chilled water cooler. This amount does not cover the full cost of the unit so a letter of donation has been given to a number of businesses asking for support.</p> <p><b>Motion:</b> to accept submitted correspondence both inward and outward as true and correct.<br/>           Moved by Jackie Davis, seconded by Nikita Hines<br/> <b>All in favour</b></p> |   |
| <b>Confirmation of Executive Committee's Decision</b>   | <p>Elissa Maguire read the minutes from Executive meeting held on 13<sup>th</sup> June where a motion to hold an on-line raffle to win a Thermomix TM6 valued at \$2269 was carried.<br/> <b>Motion</b> to accept the minutes of Executive Meeting – 13<sup>th</sup> June as true and correct.<br/>           Moved by Elissa Maguire, seconded by Nikita Hines<br/> <b>All in favour</b></p>  |   |
| <b>Treasurer's Report and financial statement, and any business arising</b>                             | <p>Treasurer's Report and the Association's financial statements for the month of June was read by Elly Hallas.<br/>           Closing available bank balance as per bank statement on 30<sup>th</sup> June was \$10,180.38<br/>           Pizza day on last day of term 2 made \$383.60.</p>  |   |

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|   | <b>Motion:</b> to accept Treasurer's report as true and correct.<br>Moved by Jackie Davis, seconded by Elissa Maguire<br><b>All in favour</b>   |  |
| <b>Subcommittees' reports and financial statements and any business arising</b> | Uniforms  | Uniform report and financial statement for the month of June was read by Jackie Davis.<br>Income for June was \$758.00 Expenses \$80.00<br>16 new jumpers were sold in the month of June.<br><br><b>Motion:</b> to accept submitted Uniform report as true and correct.<br>Moved by: Elissa Maguire, seconded by Elly Hallas<br><b>All in favour</b> |
|   | Tuckshop  | Tuckshop report and financial statement:<br>No tuckshop report   |
| <b>Other Reports</b><br>- Principal's Report                                    | Principal's Report:<br>No principal report  |  |
| <b>Motions on notice</b>  | Nil   |  |
| <b>General Business as per Agenda</b>   | <p><i>Thermomix Raffle</i> – This is a great on-line raffle and tickets are \$25 each and only 300 tickets available. Valued at \$2269.00. Purchase through the link on the schools Facebook page or refer to the email. Raffle will be drawn on 4<sup>th</sup> September as long as all the are tickets are sold or earlier if tickets all sell before this date.</p> <p><i>Father's Day Raffle</i> – Suggestion that we hold a Father's Day raffle as we have received some donations of items/vouchers for the P&amp;C. Elissa Maguire and Jayne O'Connell have been seeking donations to assist with the remaining cost of the water cooler and have received some awesome Father's Day prizes as well.</p> <p><b>Motion:</b> To hold a Father's Day raffle<br/>Moved by Elissa Maguire, seconded by Nikita Hines<br/><b>All in favour</b><br/><b>Action:</b> Elissa Maguire to organise raffle tickets and prizes</p> <p><i>Tuckshop</i> – Hannah Harm has volunteered to run the tuckshop each fortnight on a Tuesday and if the P&amp;C can get more helpers, every week will be possible. It will be a meal deal. Emma Saal thanked Hannah Harm for offering to assist.</p> |  |
| <b>Other Business</b>   |   |  |
| <b>Applications for membership and recording of new members</b>                 | Nil   |  |
| <b>Date of next meeting</b>   | Monday 17 <sup>th</sup> August 2020 at 6.30pm   |  |
| <b>Close meeting</b>  | All members thanked for their attendance by Chair, Emma Saal<br>Meeting closed at 7:40pm  |  |

### Actions on Notice

**Action:** Elissa Maguire to organise raffle tickets and prizes

Minutes endorsed as true and correct ...../...../.....

President .....  
Emma Saal

Principal .....  
Sandra Wright