

MUNDARING PRIMARY SCHOOL P&C ASSN INC

Annual General Meeting 21st March 2022

Meeting Minutes

Attendees: Heather Shaw, Yvonne Chow, Joy Hendrie, Becky Heath, Coralie Gibson, Brodie Bergin, Cherie Ward, Hayley Laing, Katherine Lockwood, Cilla Wilson, Rhiannon Osborne, Melissa Hart, Kirralee Beebe, Ashleigh Flynn, Dan Ferguson

Apologies: Stephanie Curtis, Claudia Peet

Meeting held online via MS Teams due to COVID-19 restrictions

Notes	Due date
1. Welcome from the President	
2. Confirmation of previous Minutes <ul style="list-style-type: none">- Motion carried to approve the minutes from the previous general meeting on February 21, 2022.	
3. Correspondence <ul style="list-style-type: none">- WACSSO, 2022 P&C Handbook- WACSSO 2022 WACSSO State Council Elections- WACSSO Department of Education - Open Letter to Parents and Carers (March 4 - about moving to Level 2 Public Health measures – students wear masks)- Fundraising materials	
4. Reports: President <ul style="list-style-type: none">- Quiet start to 2022 due to Covid restrictions with cancellation of annual events like Awesome Arvo.- P&C has been excellent responding to Covid restrictions with special thanks to Canteen Manager and helpers.- Covid protocols are an opportunity to trial on-line meetings. This is planned to make meetings more accessible in the future for people who can't attend in person.	

Notes	Due date
<ul style="list-style-type: none"> - Thank you to outgoing committee members. <p>Treasurer</p> <ul style="list-style-type: none"> - Reports tabled - Last year P&C donations to the school included \$10,000 for school playground upgrade and annual donation for school dux award. - Total cash at bank as of March 18 for P&C is \$53,324 - Biggest fundraiser for 2021 was the Bendigo Bank raffle - Finance report for the year ended 31 December 2021, Independent Auditors Report. The auditor (John Osborne and Associates) found that the finance report for the Mundaring P&C Association Inc. was properly drawn up. <p>Motion carried to use the same auditor (John Osborne and Associates) for our 2022-23 accounts.</p> <p>Auxilliary</p> <ul style="list-style-type: none"> - Fundraising calendar for school council will be approved this week and passed on to the P&C auxiliary. - \$10,575 funds raised in the last year was excellent given the impacts of Covid restrictions - Mother's Day stall motion to be approved in general business - Donations for the Easter raffle started today. <p>Canteen</p> <ul style="list-style-type: none"> - Struggling with some stock items currently due to supermarket supply chain issues - Canteen has been adapting to changes in Covid restrictions. Parents have embraced QuickCliq which reduces time handling cash. - Hot cross buns on April 7 to be promoted via QuickCliq to save cash handling. - Parents have been filling the canteen roster and several new parents are helping. 	

Notes	Due date
<p>Uniforms</p> <ul style="list-style-type: none"> - Date still undecided to meet with Permapleat who are being slow - Brodie is away next week so a Facebook message will be posted letting parents know to order earlier or after - No longer delivering to classrooms. Will be left with admin and an EA from each block will come and collect orders <p>Principal</p> <ul style="list-style-type: none"> - Science room is going ahead and will be started in school holidays and scheduled for completion in 4 weeks - Harmony Week started today with Japanese percussionists. - Harmony Day lunch on Thursday March 24 - There have been 22 children with Covid to date and one teacher. Those tested over the weekend so expecting minimal impact on classes. <p>5. General business</p> <ul style="list-style-type: none"> - No other general business <p>6. Election of 2022 P&C Committee</p> <p>Principal thanked all outgoing members of the P&C, including the auxiliary, canteen, uniform shop and executive.</p> <p>All positions were declared vacant. The following nominations were received, and positions appointed:</p> <p>President – Heather Shaw nominated and elected unopposed.</p> <p>Vice President – Becky Heath nominated and elected unopposed.</p> <p>Secretary – no nominations received and position remains vacant</p>	

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<p>Treasurer – Yvonne Chow nominated and elected unopposed.</p> <p>Executive Committee - declared to be those elected above in addition to: Brodie Bergin, Cherie Ward, Rhiannon Osborne</p> <p>Uniform Shop Co-ordinator – Brodie Bergin nominated and elected unopposed.</p> <p>Publicity (website & social media) – Hayley Laing nominated and elected unopposed.</p> <p>Auxiliary co-ordinator – no nominations received and position remains vacant.</p> <p>Auxiliary sub-committee – Melissa Hart, Rhiannon Osborne (To be confirmed if previous members not present at the meeting will again be on the sub-committee this year).</p> <p>Canteen subcommittee coordinator – Cherie Ward Sub-committee - Becky Heath, Coralie Gibson</p> <p>School Council Representative – Heather Shaw nominated and elected unopposed.</p> <p>WACSSO Representative - Yvonne Chow nominated and elected unopposed.</p> <ul style="list-style-type: none"> - New Chairperson Heather thanked all members for nominating. - Claudia Peet is thanked for her outstanding service as the P&C President since 2018-19. - A Facebook post will be sent to advertise the two vacant positions. Some P&C activities may need to reduce if 	

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<p>positions can't be filled.</p> <ul style="list-style-type: none"> - Thank you to the new committee for nominating and outgoing P&C members 	
<p>7. General business</p> <ul style="list-style-type: none"> - Motion passed for \$1000 for Mother's Day stall - Rhiannon to discuss with Claudia and Ashleigh offline to understand the requirements of the Auxiliary Coordinator role - Motion passed to approve P&C funding for \$1870 for Taiko On Japanese Dance and Drumming performance for Harmony Week. - Volunteers are being sought for Cinema under Starlight on April 2. - Year 6 fundraising will also be held at that event. 	
<p>The next general meeting is week 3 of term 2 - Monday 9th of May 2022 at 7.30 pm.</p> <p>Date of next AGM is Monday 21st March 2023 (week 8 term 1)</p>	
<p>Meeting Closed: 9.10 p.m.</p>	