

PAYNE ROAD STATE SCHOOL P&C ASSOCIATION
MINUTES – ANNUAL GENERAL MEETING

13th March 2008

President: Tim Mortimer

Acting Principal: Vicki Richards



1. Meeting open and welcome

The meeting was opened at 7:40 pm.

2. Attendance and Apologies

There were 15 members and visitors. Refer to the attendance book. There were no apologies.

The secretary apologised for the oversight of not advising the change of date of the AGM in the school newsletter.

3. Ratification of the AGM Minutes from the previous AGM

The minutes of the 2007 Annual General Meeting were read.

Motion: That the minutes of the previous meeting be accepted.		
Moved: <i>Mike Price</i>	Seconded: : <i>Louise Winn</i>	<u>Carried</u>

4. Business arising from the Minutes of the previous AGM

Pieta Cooke resigned as President of the Music Supporter's Group.
Jane Mooney resigned as the Fund Raising Convenor.

Motion: That the business arising from the minutes of the previous meeting be accepted.		
Moved: <i>Tim Mortimer</i>	Seconded: <i>Louise Winn</i>	<u>Carried</u>

5. Receipt and Adoption of the audited financial statement and Treasurer's report

The auditor's report was tabled without issues.

Motion: That the auditor's report be accepted.		
Moved: <i>Melinda Chandler</i>	Seconded: <i>David Cox</i>	<u>Carried</u>

Highlights of the Treasurer's report include:

Bank account has \$85,882. Building loan account is down to \$7,054 and will be paid out in May. The Air Conditioning loan account is \$31,995.

Fund raising income was \$78,000 against a target of \$50,000. For comparison we raised \$38,000 in 2006, \$18,000 in 2005 and \$13,000 in 2004.

School-based Commercial Activities had a good year with increased income and reduced expenses and stock on hand.

Major contributions to the school totalled \$65,000.

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Motion: That the treasurer's report be accepted.		
Moved: <i>Tim Mortimer</i>	Seconded: <i>Adrian Boyd</i>	<u><i>Carried</i></u>

6. Receipt and Adoption of the President's report

A summary report was published in the school newsletter in December 2007.

Highlights include:

The construction and fit out of the Library Resource Centre;
The construction of the Junior School Precinct including the playground and new toilets; and
The construction of the grandstand.
We had an excellent fund raising year centred on the expanded Family Circus Fun Day and continued the fun raising events.
This year will see the completion of the Library Resource Centre fit out and implementation of the water grant expenditure.
The OSHC operation continues to provide an important and valuable service to the school community.

7. Principal's report

See attached report. Highlights include:

The school had outstanding results in the Year 3/5/7 testing and a high number of students receiving awards in the University of NSW Testing program.
The Qld Curriculum Assessment and Reporting (QCAR) process is continuing with a focus on cluster moderation and parent reporting.
There is a further focus on increased literacy and Go Maths program.
The Rainbow Room continues to support our Children with Disabilities.

Patty Murphy and Gerard Donovan have been given permanency and Mark Johnston joins us as Deputy Principal.

Motion: That the principal's report be accepted.		
Moved: <i>Melinda Chandler</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

8. Subcommittee reports

The subcommittee reports were read. Significant items were:

(a) Facilities Hire:

We had a 25% increase in activity during 2007, a very good outcome.

The tennis court has been half cleaned, but we need a bigger industrial gurney to do a better job. Ideally we need to designate someone to be responsible for the tennis school and facilities. A maintenance plan for the courts needs to be developed.

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(b) OSHC

The AGM for the OSHC subcommittee elected the following:

<u>Position</u>	<u>Member</u>
Chairman	Louise Winn
Secretary	Julie Marshall
Treasurer	Tanya Alcock

Plans for 2008 include lighting for the grandstand, water cooler and replacement lounge.

The OSHC service for After School Care is at it limits of 75 children 3 days out of 5 and is regularly minding 40 children in Before School Care. We need to develop procedures for access to the more remote toilets.

Longer term planning is required. Fees will be increased to cover the change in awards.

(c) Grants

The following grants are active:

- i. LifeStyle WaterWise Grant - \$9,800 – 30 June 2008
- ii. Community WaterWise Grant - \$47,500 – 30 June 2009

(d) Fundraising

We are planning the usual fun and fund raising events this year. The major event last year was the Family Circus Fun Day which raised over \$30,000.

Motion: That the subcommittee reports be accepted.		
Moved: <i>Mandy Adams</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

9. **Lapse of membership**

The register of applicants for membership was read.

Motion: That the P&C accepts the applications for membership.		
Moved: <i>Louise Winn</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

10. **Election of Officers**

All positions were elected unopposed. The new committee members are:

<u>Position</u>	<u>Member</u>
President	Tim Mortimer
Vice President	Mike Price
Secretary	David Cox
Treasurer	Melinda Chandler

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Bookshop Convenor	Suzie Berkhut
Facilities Hire Coordinator	Mandy Adams
Facilities Project Manager	Ken Marshall
Fund raising group liaison	Richenda Wagener
Grants Oversight	Stephen Buttling
Tuckshop Convenor	Lois Aittola
Uniform Shop Convenor	Sue Dyne
Working Bee Coordinators	Stephen Smith, Rob Chandler

Motion: That the P&C accepts the committee nominations.		
Moved: <i>Tim Mortimer</i>	Seconded: <i>Ken Marshall</i>	<u><i>Carried</i></u>

Congratulations to those elected.

11. Confirmation of continuing Subcommittees

The following committees were confirmed:

Out of School Hours Care (OSHC), Tuckshop, Uniform Shop, Book Shop and Music Supporter's Group.

Motion: That the P&C ratifies the sub-committees		
Moved: <i>Mike Price</i>	Seconded: <i>Adrian Boyd</i>	<u><i>Carried</i></u>

12. Adoption of Auditor

The Treasurer advised that due to a number failures to detect problems with the accounts that it is desirable to change auditors.

Motion: That the P&C Association will appoint a new auditor by 30 September 2008 to be ratified at the subsequent general meeting.		
Moved: <i>Stephen Buttling</i>	Seconded: <i>Adrian Boyd</i>	<u><i>Carried</i></u>

13. General Business

GST: Application of Division 63 of the GST Act 1999 for the activities of the Payne Road State School P&C Association. Motion: That the nominated activities of the Payne Road State School P&C Association, being Uniform Shop, Tuckshop, Bookshop, Facilities/Hire Group, Tennis School, Entertainment Books, Welcoming Event, Fundraising Raffles, Parents Day Stalls (Mothers and Fathers Day), Circus Fun Day, Chocolate Drive, Arts and Music Soiree, Monsta Raffle, Carols by Candlelight, Pie Drive, Discos and Sports Day fund raising activities are to operate outside the GST with input taxation using the non-profit sub entity provisions of the GST law.		
Moved: <i>Melinda Chandler</i>	Seconded: <i>Ken Marshall</i>	<u><i>Carried</i></u>

14. Meeting Close

The meeting was closed at 9:10pm