

**PAYNE ROAD STATE SCHOOL P&C ASSOCIATION**  
**MINUTES - GENERAL MEETING**

13<sup>th</sup> March 2008

**President: Tim Mortimer**  
PO Box 385, The Gap, Qld 4061

**Acting Principal: Vicki Richards**  
[www.paynroadss.eq.edu.au](http://www.paynroadss.eq.edu.au)



**1. Meeting open and welcome**

The meeting was opened at 9:12 pm after the AGM.

**2. Attendance and apologies**

There were 15 members and visitors present – refer to the attendance book. There were no apologies.

**3. Ratification of Minutes of the previous meeting**

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

**4. Business arising from the Minutes of the previous meeting**

Vicki Richards advised that “D” and “B” block and library painting will be done during the school holidays.

The Air conditioning donation letter has been sent.

**5. Correspondence**

[See attached sheet.](#)

**6. Business arising from the correspondence**

There was no business arising from the correspondence.

<b>Motion:</b> That the correspondence and business arising be accepted.		
Moved: <i>Stephen Buttling</i>	Seconded: <i>Tim Mortimer</i>	<u><i>Carried</i></u>

**7. Treasurer's Report**

**(20 minutes)**

See tabled report.

<b>Year to date summary</b>	<b>Feb 2008 – Actual</b>	<b>2008 – Budget</b>
Current year earnings	-\$14,020	-
Net fund/fun raising income	-\$107	-
Building fund/Aircon donations	\$457	\$8,600.00
Building fund loan balance	\$3,552	
Air conditioning loan balance	\$31,329	

Our year to date operation is a loss until we commence fund raising activities. We have \$54,000 in the bank, but significant funds are pre-allocated to Resource Centre outfit and the operating reserve.

PAYNE ROAD STATE SCHOOL P&C ASSOCIATION

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

8. **Principal's report** (25 minutes)

The Leadership Induction ceremony was attended by Kate Jones MP and Councillor Geraldine Knapp.  
House and Music Captains are attended a Leadership Course at the U of Q  
School and Sports captains will attend a leadership camp with Mark Johnstone.  
Gifted Education Mentor position approved.

Library (and school block) painting will be done in the holidays.

<b>Motion:</b> That the principal's report be accepted.		
Moved: <i>Louise Winn</i>	Seconded: <i>Stephen Buttlng</i>	<u><i>Carried</i></u>

9. **Other reports** (45 minutes)

(a) **School Infrastructure**

i. **Resource Centre/Library**

The Resource Centre exterior will be painted during the school holidays.

ii. **LifeStyle WaterWise grant – Toilet facilities and Prep water tank**

Ken Marshall anticipates installing the Prep Water Tank by the end of March.  
The project must be acquitted by June 30.

iii. **Community Water Grant**

No update

10. **Subcommittee reports** (35 minutes)

(a) **Fund raising report**

The fund raising group has developed a preliminary plan for 2008 with an activity template.  
The Council election day (15 March) activities are ready.

(b) **Facilities**

No report was tabled.

(c) **OSHC report**

See attached report.

## PAYNE ROAD STATE SCHOOL P&C ASSOCIATION

The Playground Committee tabled a proposal to repair and improve the old playground. Several options were presented, with the preferred option being accepted. In order to maintain the softball condition (bark), it is expected that

- the school groundsman will rake and smooth the bark weekly; and
- a P&C working bee will turn the bark annually.

<b>Motion:</b> That the P&C Association ratifies the decision to commit a sum of up to \$25,000 to address the playground safety and equipment issues as per the tabled proposal from the Playground Committee.		
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Moved: <i>Stephen Buttlng</i>
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Seconded: <i>Louise Winn</i>
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<u><i>Carried</i></u>
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### (d) Tuckshop report

See attached report.

The lack of volunteers is still the major issue facing the tuckshop and we have no solutions.

An added strain is the lack of control of children when collecting lunch orders.

There should only be two per class. The school will observe and address the issue.

### (e) Music Supporter's Group report

No report was tabled.

### (f) Uniform shop report

No report tabled.

<b>Motion:</b> That the sub-committee report be accepted.		
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Moved: <i>Melinda Chandler</i>
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Seconded: <i>Adrian Boyd</i>
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<u><i>Carried</i></u>
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## 11. General business

(25 minutes)

### (a) Budgets

Melinda will fill in the costs for 2008, but requires assistance from the committees and convenors.

Known expenditure includes:

- \$15,000 donation to the school
- \$1,300 teacher support grants
- Resource centre fit out
- Playground refurbishment.

The Activities Building loan will be paid out in May.

<b>Motion:</b> That the P&C Association supports the school AOP including the donation from the P&C of \$15,000 to be paid mid year when the funds are available.		
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Moved: <i>Stephen Buttlng</i>
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Seconded: <i>Louise Winn</i>
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<u><i>Carried</i></u>
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### (b) Working Bee

## PAYNE ROAD STATE SCHOOL P&C ASSOCIATION

Rob Chandler and Stephen Smith are organising the working bee for the 30 March.

### **(c) Bike Week**

The school will participate in “Bike Week” during the last week of term. Tim Mortimer and Mark Johnstone are to liaise.

### **12. Registration of new members**

All memberships were renewed at the AGM. We have 72 members from 40 families.

### **13. Next meeting and close**

The next meeting will be held on **Thursday 17 April 2008.**

The meeting was closed at 10:40pm.