

<b>DATE</b>	2 <sup>nd</sup> August 2011		<b>VENUE</b>	PIPS Library
<b>TIME FROM/TO</b>	1:30pm	2:30pm		
<b>PURPOSE</b>	Monthly Committee Meeting			
<b>PARTICIPATION</b>				
<b>Chair</b>	Gail Campbell (GC)		<b>Scribe</b>	Belinda Skelton (BS)
<b>Organiser</b>	Belinda Skelton (BS)		<b>Meeting Open</b>	1:34pm
<b>Attendees</b>	Gail Campbell (GC)	Belinda Skelton (BS)	Kylie McIntyre (KM)	
	Sharon Brown (SB)	Greg Eather (GE)	Heather Rolfe (HR)	
	Rebecca Carr (RC)			
<b>Apologies</b>	Marg Ramsey (MR)	Meina Rose (MR)	Alice Bushell (AB)	
	Fiona Samms (FS)			

TOPIC	DISCUSSION	WHO	WHEN
<b>1. PREVIOUS MEETING MINUTES</b>			
	True Record of previous meeting minutes		
	True Record HR	Seconded KM	
<b>2. BUSINESS ARISING FROM PREVIOUS MINUTES</b>			
<b>2.1 Sports Shirts</b>	Investigate cost to redo sports shirts next meeting	BS	
<b>2.2 Nutrition policy</b>	FS to type up the applicable bits for next meeting.	FS	
<b>2.3 High Jump Mats</b>	Everyone to think about how to store them – look at prices for sheds.	ALL	
<b>2.4 Winter School Uniform</b>	Note to go out regarding what the students should wear – send email to Sue about colours decided on for newsletter.	BS	
<b>2.5 Bike Rack</b>	To be moved back to the back shed.	GE	
<b>2.6 BCU</b>	To be approached about donations for book packs donated \$200.00 for books. BCU has tutoring online for free	FS	
<b>2.7 Dance Eisteddfod</b>	Thankyou letter to be written	GC	
<b>2.8 High School</b>	High school P&C to be approached regarding second high school	BS	
<b>2.9 Flyscreens</b>	Quote to be obtained for K/1 class room - \$335.00	GE	
<b>2.10 Countertop</b>	To be made for canteen – not needed at this stage		
<b>3. REPORTS</b>			

TOPIC	DISCUSSION	WHO	WHEN
3.1 Treasurers Report	Opening Balance as of the 7 <sup>th</sup> June 2011 \$10771.90 Closing Balance as of the 2 <sup>nd</sup> August 2011 \$11025.45  Business Arising:		
	Moved BS	Seconded GC	
3.2 Correspondence IN/OUT	IN <ul style="list-style-type: none"> <li>Yamba Glass and Aluminium quote</li> <li>Various canteen pamphlets</li> <li>Clarence Valley Council – food safety in canteens</li> <li>Fax Ben Saunders – schools only</li> <li>BCU information and Thankyou</li> <li>NSW P&amp;C federation</li> </ul> OUT <ul style="list-style-type: none"> <li>Maclean high school P&amp;C</li> </ul>		
3.3 Principals Report	Summary of what has been happening at our school since our last meeting.  As tabled at meeting. Business Arising: <ul style="list-style-type: none"> <li>17 children came for kindy enrolment for next year</li> <li>Drainage is being quoted on at the moment</li> <li>Name buildings – written request to general manager of properties. Get Fiona to talk to Andrew.</li> <li>Music volunteer</li> </ul>		
<b>4. GENERAL BUSINESS</b>			
4.1 Book packs	<b>Motion:</b> That the P&C pay \$840.00 for one of the book packs for the school. Moved BS Seconded: GC All agree		
4.2 Big Sign	Leave it for now and maybe talk to Jacqui Hinshaw for ideas		
4.3 Morning Tea	P&C will put on morning tea at all remaining kindy days		
4.4 End of year Disco	Discussion around having an end of year family disco to coincide with our presentation and concert night		
4.5 Spelling Bee	Spelling bee words will be distributed next week		
4.6 Waste Water Competition	Discussion on the waste water competition resulted in 2 more issues being included to the facts collection, the water table level & the odour surrounding the area.		
4.7 Touch Competition	GE informed that the Touch Open Carnival will be 16th September & the Milo Cricket will be 30th August, all details will be included in the weekly newsletter.		
<b>ACTION LIST</b>			
Flyscreens	Motion for payment for flyscreens for K/1 class room	ALL	
<b>Meeting Closed: 2:50pm</b>			

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**Next Meeting**

<b>Time</b>	1:00pm	<b>Chair</b>	Gail Campbell (GC)
<b>Date</b>	6 <sup>th</sup> September, 2011	<b>Scribe</b>	Belinda Skelton (BS)
<b>Venue</b>	PIPS Library	<b>Organiser</b>	Belinda Skelton (BS)

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