

Minutes of General Meeting

Broadbeach State School Parents and Citizens Association

14 September 2021

Present	A quorum of 5 people is required Lisa Amarant, Renata Angelo, Emma Arias, Irasema Calvo, Cherie Clayton, Wayne Jenks, Bruce Langes, Clara Mason, Aoife Reynolds-Furse, Christophe Schaffer, Doug Trevethan, Julie Trevethan, Windy Wu. In total: 13 people
Apologies	Rebecca Emery, Donna Young, Hayley Wise, Pauline Young, Kate Chipman
Meeting Held	9am - Community room

Meeting Opened: 9:02 am

Minutes Tabled from the Previous Meeting 20 July 2021

Prepared by Julie Trevethan – Approved and Signed by Lisa Amarant

1	Previous Matters Arising from Last Meeting	Resolve or Action Taken/Required		
	MOTION	Moved	Seconded	Result
1.1	That meeting minutes on GM4- 20 July 21 are received and correct	Cherie	Aoife	Voted - unanimous
1.2	School banking program	Action taken: Last prizes distributed to students		
1.3	School banking coordinators recognition	Action required: None		
1.4	Building fund DL flyer	Action required: Need to be added to enrollment packs		
1.5	Building Fund Subcommittee operating guidelines	Action taken: Approved and endorsed		
1.6	Sponsorship proposal with Coles Pacific Fair	Action taken: Completed and submitted to Coles for consideration		
	MOTION	Moved	Seconded	Result
1.7	That business from previous meeting has been received and approved	Doug	Windy	Voted - unanimous

2	Correspondence	Resolve or Action Taken/Required		
2.1	P&C QLD Queensland Minimum Wage Rate will increase by 2.5%	Action taken: Automatically applied		
2.2	P&Cs Qld Annual General Meeting 2021 - vote for 2 directors	Action taken: Lisa voted		
2.3	P & C iSponsor Initiative to be launched next year	Action taken: Lisa has been in contact with iSponsor. Action required: Confirm with school to move forward with initiative and then submit appropriate forms. Once completed, start a plan for 2022.		
2.4	2021 Queensland Mental Health Week Community Events Grant Program has been approved	Action taken: \$1000 received by school and put towards the Healthy mind project		
	MOTION	Moved	Seconded	Result
2.5	That correspondence has been received and approved	Emma	Aoife	Voted - unanimous

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3	Executive Decisions	Resolve or Action Taken/Required		
3.1	Cancellation: Father's day stall and Colour Explosion	Action taken: Information communicated to families and acknowledgement of Event's team hard work		
3.2	GM 5 be moved due to COVID restrictions from August 24th to September 14th @9am in the Community Room	Action taken: Communicate new date in school newsletter and to members via email		
3.3	That 3 Athlete's Foot vouchers will be donated to Family Support managed by Kate Chipman. Decision made as vouchers are reaching expiry date (December)	Action required: Vouchers given to Family Support / Kate Chipman.		
3.4	That the senior shirts will no longer have the graduating year printed on them. Decision made based on a financial and sustainability aspect. This item will now be available all year round, no special order required, no more deadline.	Action required: Inform 2022 Year 6 parents when shirts are ready to be purchased, once the uniform shop has them available to purchase.		
3.5	All 2021 Father's Day Stall gift stock be stored and used for the 2022 Fathers Day Stall.	Action taken: Items stored until next year		
3.6	That the P&C get printed a donation form for the Building fund and the quantity be 1500, which will be double sided colour flyer at a cost of \$180.40.	Action taken: DL flyers printed and paid See 1.4		
3.7	That a Live stream ticket for P&C State Conference 2021 @\$ 110 be purchased.	Action taken: Ticket purchased (access for 3 months)		
	MOTION	Moved	Seconded	Result
3.8	That executive decisions are presented and recorded	Clara	Renata	Voted - unanimous

4	President's Report	Resolve or Action Taken/Required		
4.1	New free initiative, Walk and Talk, every Wednesday morning before school to help people to connect, meet each other.	Action taken: Introduce and promote in newsletter and facebook page		
	MOTION	Moved	Seconded	Result
4.2	That President's Report is received and approved	Aoife	Renata	Voted - unanimous

5	Treasurer's Report	Resolve or Action Taken/Required		
5.1	Shows a loss in uniform shop due to an order for house colour accessories paid with the wrong account.	Action taken: Emma has requested CMS to complete the journal transfer		
5.2	\$10,000 business support grant	Action taken: Emma is working through the process with CMS		
5.3	Engagement letter for 2021 audit, 3 quotes required	Action taken: Audit letters have been requested and should be received Week 1 of T4		

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	MOTION	Moved	Seconded	Result
5.4	That Treasurer's report is received and approved	Cherie	Renata	Voted - unanimous

6	Principal's Report	Resolve or Action Taken/Required		
6.1	<p>Allocation for a psychologist for 2022 is a strong possibility following negotiations with regional staff.</p> <p>Review of the accreditation for the International Student Program has been completed (every 3years).</p> <p>Installation during Christmas break for a new playground (where the actual Year 2 playground is, between Y4 block and oval West) and Term 4 for electronic sign (LED screen on East side).</p> <p>Seeking attendees feelings about some propositions that the BBSS Indigenous Champions' Committee made:</p> <ul style="list-style-type: none"> - changes to the school sport house names from Johnston, Stanley, Nightingale and Shaw to reflect indigenous local names - Consider changing the current school uniform hat design to include a wider brim, and the brim being of an indigenous design <p>Great results in Naplan tests</p>	<p>Action required: None</p>		
	MOTION	Moved	Seconded	Result
6.2	That the P&C will support the new playground designed by AUSTECK and will make a financial contribution to it.	Clara	Aoife	Voted - unanimous
6.3	That Principal's report is received and approved	Clara	Cherie	Voted - unanimous

7	Event Report	Resolve or Action Taken/Required		
7.1	Father's Day Stall	<p>Action required: cancelled see 3.5</p>		
7.2	Colour Explosion	<p>Action required: postponed until 16 September 2022 (last day of Term3)</p>		
7.3	<p>Bottle drive on Saturday 9/10 to focus on an environmental drive rather than a financial one.</p> <p>Incentive of a raffle ticket this time around to encourage families to save their bottles for the drive.</p> <p>Green bins are being removed as it was too hard to manage by teachers</p>	<p>Action taken: Promoted in newsletter</p>		
7.4	Christmas donation collection 18-22/10/21 to make several hampers for family support and our Christmas raffle	<p>Action required: Communicate information to school community</p>		

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7.5	Book collection first week of November for an upcycled book sale on the 10/11/21	Action required: Communicate information to school community Look for volunteers		
7.6	Christmas raffle	Action required: Looking for donations and people to help with the drive		
7.7	School Disco on 11/11, House colour party theme with free entry this year	Action taken: Event team has contacted Constable D.Brown from PCYC to book lights and DJ		
7.8	Christmas carols on 3/12	Action required: Book stage and equipment Plan a meeting with school team to get a check list for the event		
	MOTION	Moved	Seconded	Result
7.9	That the amendment to the Events Subcommittee Operating Guidelines is approved <i>Note: Amendment is that "All official communication is to be done from a P&C email account "</i>	Aoife	Irasema	Voted - unanimous
7.10	That a House party disco on the 11/11/21 is approved and the budget is to be set at \$1,500	Aoife	Doug	Voted - unanimous
7.11	That the Carols night on the 03/12/21 is approved and the budget is to be set at \$11,000 The grant that Emma applied for (see 5.2) might cover part of it)	Doug	Irasema	Voted - unanimous
7.12	That Event report is received and approved	Doug	Renata	Voted - unanimous

10	Building Fund Report	Resolve or Action Taken/Required		
10.1	On hold until 2022 due to the financial difficulties that families are experiencing. Processes are in place and projects identified. DL flyers will be available at the administration and in enrolment packs.	Action Required: None		
	MOTION	Moved	Seconded	Result
10.2	That Building Fund report is received and approved	Cherie	Clara	Voted - unanimous

11	General Business	Resolve or Action Taken/Required		
11.1	Building fund activities on hold	Action required: See 10.1		
11.2	Blue card requirements for P&C members. <i>Note: All Executive members are now required to hold a current blue card</i>	Action taken: To identify who a Blue Card is required for		

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11.3	Any item to be raised by members: A member has suggested that ,as a principal, all mandatory items of the uniform are sold at cost price. Subject has been discussed and no motion has been proposed at this stage.	Action required: none		
	MOTION	Moved	Seconded	Result
11.4	That General Business has been discussed and approved	Doug	Christophe	Voted - unanimous

12	Applications for membership and recording of new members	Resolve or Action Taken/Required		
12.1	No new application received			

13	Establishing Next Meeting Date	Resolve or Action Taken/Required		
13.1	GM6 - Tuesday 12 October 21	Action Required: Secretary to: <ul style="list-style-type: none"> - Add to School Newsletter - Notify Members 		

Prepared By: Julie Trevethan

Meeting Closed: 11:59am

Signed:

Lisa Amarant
President

Julie Trevethan
Secretary

Emma Arias
Treasurer