

Agenda – General Meeting

Date & time: Monday 16th October 2023

Chair: Cass Aldcroft P&C President

Minutes: Cassie Wagstaff & Lauren Phillips - P&C Secretaries

Location: ONLINE ONLY [Meeting Link](#) Meeting ID: 493 538 152 691 Passcode: N9CFgW

Meeting Opening

<p>1. Welcome</p> <p>Acknowledgement of Country Apologies</p>	<p>Quorum: Meeting opened: Attendees: Guests: Apologies: Hazel Woolnough</p>
--	---

The *SUPER SPEEDY* SECTION – ie. READ before the meeting please!

<p>2. Confirmation of minutes from previous meetings</p> <p>August GM 2023 August Special Meeting 2023</p>	<p>Amendments: Y/N Approved: Y/N</p>
<p>3. Correspondence</p> <p>Refer to Register – see Att 1</p>	<p>Questions: Y/N Approved: Y/N</p>
<p>4. Matters arising from previous meeting</p> <p>For more information refer to the Actions Register – see Att 2 <i>(Please note: Only actions completed or progressing to be noted. Some actions with updates may be noted in their respective sections later in the meeting.)</i></p>	<p>Questions/Discussion: Y/N</p>
<p>5. Table Executive Committee’s Report and decisions</p> <p>Exec Decisions since last meeting:</p> <ul style="list-style-type: none"> • Approval for Swim Club Debit Card to temporarily exceed \$500 balance to support payment of expenses approved at August GM. • Approved expenses: <ul style="list-style-type: none"> -\$409.00 foam machine hire for Colour Fun Run (October 18th), -\$95.00 data recharge for P&C room, -\$37.30 keys cut for garden shed to assist volunteers with watering roster, -\$8194.93 BLC invoice payment for irrigation work scheduled over September school holidays (noting \$6,105.62 paid using remaining grant funds leaving a \$2,089.31 balance paid from main P&C account). 	<p>Questions/Discussion : Y/N</p>
<p>6. Treasurer’s Report and Financial Statement</p> <p>See attached Treasurer report – see Att 3 (includes the Connection Corridor Budget updates) and swim club allocations from the main account – see Att 4 – noting these figures will not be read out at GM.</p>	<p>Questions/Discussion : Y/N</p>
<p>7. Sub-Committee Reports and Financial Statements</p> <p>Swim Club Update– see Att 5</p> <p>Any business arising from Sub-Committee Reports and Financial Statements</p> <ul style="list-style-type: none"> • Assistant Treasurer Role – Section 3 – Motion <ul style="list-style-type: none"> ○ Nominations welcomed before October 18th 2023 	<p>Reports attached for discussion.</p> <p>Motion: To create an Assistant Treasurer role for the Capalaba Amateur Swimming Club To be moved by: Amie Baldwin</p>

<ul style="list-style-type: none"> • Stroke Correction – Section 10 - Motion 	<p>Any objections: Y/N Approved: Y/N</p> <p>Motion: To spend \$335 from money raised from sign on and canteen sales to buy equipment to be used by the Swimming Club for Stroke Correction. To be moved by: Amie Baldwin Any objections: Y/N Approved: Y/N</p>
<p>8. Second-Hand Uniform Shop – <i>Coordinator Caitlin Lau</i></p>	<p>Questions/Discussion: Y/N</p>
<p>9. Scholastic Book Club – <i>Coordinator Nicole Nicholls</i></p> <ul style="list-style-type: none"> - Issue 6 	<p>Questions/Discussion: Y/N</p>

The College and Campus Principals'

<p>10. College Principals' Report – <i>see Att 6 (will be sent later)</i></p> <p>Includes standing agenda item of Anti-Bullying</p>	<p>Principal Notes:</p> <p>Questions/Discussion: Y/N</p>
--	--

The FUN stuff

<p>11. Projects and Initiatives</p> <p>11.1. Connection Corridor</p> <ul style="list-style-type: none"> • Yarning circles Junior and Senior Campuses • Jubilee grant / Tree planting • Revegetation <p>11.2. Mural Artwork / Floor Paintings</p> <ul style="list-style-type: none"> • Containers for Change <ul style="list-style-type: none"> ○ No C4C drive in term 4 due to no volunteers. There will be green bins and bags placed outside the hall for anyone that brings in eligible containers. ○ The prize day was held on 4 October for the winners of T1, T2 and T3 – dubbed 'the best day EVER' by many. The adults had just as much fun. Just Wood Fun was very appreciative of the \$100 fuel voucher made possible thanks to Kmart, Coles and a college parent. ○ Volunteer update: We are waiting for a volunteer or two to come forth and continue this fundraiser. • Wave of Change Program <ul style="list-style-type: none"> ○ The 3 bins for the junior campus will be moved to B block as per discussions with Ms Jane Catlow for the Year 3 students to fill. They have taken the initiative to collect containers during their breaks. The change they are making was evident during Term 3's C4C drive, taking first place with 1673 containers! Total containers for the drive were 2565, that's 65%! ○ The 3 replacement senior campus bins were delivered on Thursday 12/10. Mr Joe Robinson has confirmed receiving them and that the SMT are very excited to begin their sustainability process! 	<p>Connection Corridor Notes:</p> <p>Questions/Discussion: Y/N</p>
--	--

<ul style="list-style-type: none"> • Subgroup update – Coordinator Cathy Howie <p>11.3. Toilet Transformations Project – Coordinator Cristy Manzano</p> <ul style="list-style-type: none"> • Working bee – 11 & 12 November 2023 • Approval of a second vending machine in the Junior Campus Library toilet for the girls, Cristy is in the process of organising the installation with Carlie. <p>11.4. Wish List (Discretionary) Funding</p> <ul style="list-style-type: none"> • Acquittal of SMT Polo Shirts (J. Robinson - R1 2023) • Round 1 Acquittals pending due 8 December 2023: <ul style="list-style-type: none"> - B. Power - Robot Head Battery purchase - \$168.18 (excluding GST) - Y. Gee - Hospitality Equipment purchase up to \$800.00 (excluding GST) - A. Cahill - Yungaburra Room Items purchase up to \$550.00 (excluding GST) - J. Quinn - Junior Library Furniture purchase up to \$650.00 (excluding GST) • Round 2 Acquittal pending due 21 February 2024: <ul style="list-style-type: none"> - S. Houlston – metal signage for Jnr campus purchase up to \$800.00 (excluding GST) 	
---	--

<p>12. Other Activities and Reports</p> <p>12.1. Grants – see Att 7 Grants Updates – Coordinator Karen Purdy</p> <p>12.2. Year 6 Graduation Working Group – graduation party set for Dec 7th.</p> <p>12.3 Fundraising</p> <p><u>Term 3 – 2023 update</u></p> <ul style="list-style-type: none"> - Father’s Day Stall (30 – 31 August) - Father’s Day Raffle (18 Aug – 1 Sept) <p><u>Term 4 – 2023 update</u></p> <ul style="list-style-type: none"> - Crazy Colour Fun Run (18 October) – Organiser Nicole Nicholls Link to - Volunteer Sign Up Sheet - Krispy Kreme Drive 	<p>Questions/Discussion: Y/N</p>
---	---

Let’s wrap this up.....	
<p>13. Motions on Notice</p> <p>13.1. To accept and approve all reports and updates presented at the general meeting: Executive, Treasurer, Swim Club, 2nd Hand Uniform Shop, Principal, Projects, Grants, and Fundraising.</p> <p>13.2. To approve the purchase of two World Teacher’s Day cakes at the expense of \$140</p> <p>13.3. To approve the purchase of either a grass tree or native rosemary tree for Year 12 graduation garden for the 2023 graduates at a budget of \$30. <i>***Can the College please clarify when the ceremony for presenting the plant will be held please?</i></p>	<p>To be moved by: Cassie Wagstaff Any objections: Y/N Approved: Y/N</p> <p>To be moved by: Carlie Freeman Any objections: Y/N Approved: Y/N</p> <p>To be moved by: Cassie Wagstaff Any objections: Y/N Approved: Y/N</p>

<p>14. New and General Business</p> <p>14.1. Breakfast club on senior campus.</p> <p>14.2. Back to school/booklists/packs/prep bags? ***<i>Can the College please provide an update for 2024 preparation?</i></p> <p>14.3. School Rewards program at The Athlete's Foot Capalaba – (see Att 8)</p> <p>14.4. Any other General Business?</p>	
<p>15. Applications for membership and recording of new members</p> <p>3 applications received:</p> <ul style="list-style-type: none"> • <i>Kristina Haynes – swim club (current blue card)</i> • <i>Kylie Bass – parent of student (current blue card)</i> • <i>Nicole Griffis – swim club (current blue card)</i> 	<p>Motion: That applications for membership received from Kristina Haynes, Kylie Bass and Nicole Griffis be accepted.</p> <p>To be moved by: Cassie Wagstaff</p> <p>Any objections: Y/N</p> <p>Approved: Y/N</p>
<p>16. Date of next meeting Monday 20th November 2023 at 7:00pm</p> <p>17. Close</p>	

2023 Meeting Schedule – so you never have to miss another meeting!!!

Term 1		Term 3	
January	No Meeting (school holidays)	July	Monday 17 th – 7pm
February	Monday 20 th – 7pm	August	Monday 21 st – 7pm
March	Monday 20 th (incl. AGM) – 6pm	September	No Meeting (school holidays)
Term 2		Term 4	
April	Monday 17 th – 7pm	October	Monday 16 th – 7pm
May	Monday 15 th – 7pm	November	Monday 20 th – 7pm
June	Monday 19 th – 7pm	December	No Meeting (school holidays)