### Byron Bay Public School P&C Committee Meeting

**13 September 2012**  
**Meeting opened:** 6:30 pm

**Apologies:** Therese Mulder, Kate Sacks, Steve Huntsman, Nikki Kempnich, Jodie Wittig, Moyra Burke-Smith

**In attendance:** Geoff Spargo (Principal), Kathy Heathcote (Chair), Birgitta Ravenhill, Johanna McCallum (paid m’ship), Sandra Vickers, Megan Rush, Caston Smith, Kristy Collins, Tim Gotterson, Stuart Amos, Martine Gudgeon, Amanda Starfield, Peter Purcell, Gavin Farrell, Mandy Montalbetti, Belinda Fleming (Minutes)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Action/Decision/Responsibility</th>
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| 1. Minutes from last meeting           |                                                                                                                                                                                                          | Moved: Caston Smith  
Seconded: Stuart Amos |
| 2. Correspondence out                   |                                                                                                                                                                                                          |                                |
| 3. Business arising from Minutes       | Insurance (Gavin); and building/library funds balances (Geoff) to be brought up in their respective reports.                                                                                             |                                |
| 4. Standing Items                      |                                                                                                                                                                                                          |                                |
| a) Treasurer’s Report                  | Presented by Gavin  
In brief:  
Father’s Day stall profit $1,351.05  
Trivia Night profit $4,023.00  
Insurances and Affiliation have been paid for 2012/13.                                                                                     | Moved: Megan Rush  
Seconded: Tim Gotterson |
| b) Canteen Report                      | Presented by Mandy  
Theme day – Mexican Burrito Day a hit, and these will  
Newsletter up and running – volunteers to be acknowledged here  
- Voucher for children who order from Flexischools – win by class?  
- Cashless Friday? 60/40 sometimes cash/online – may be problematic  
- Texting of volunteers working well, SOS sent out at night if required.  | Moved: Megan Rush  
Seconded: Martine Gudgeon  
Cheryl to be consulted regarding problems for students |
- New recruits enjoying the canteen which is positive.
- Contacted TURSA (Blair Barry) regarding volunteers
- Quote for the window tinting Tweed Byron Window Tinting - $180 for 3 north facing windows.
- Slushie machine – problematic. Refrigeration consultant in. Next Friday he’ll take machine away. May need to upgrade.
- Stuart discussed the coffee machine. For sale for staff, parents in the morning, and for SRC functions. Semi commercial safe 3 in 1 machine looked into. Beans given to canteen from Helen Jarvis.
- $1400 be spent on deLongi coffee machine.
- Someone will buy if we don’t want it after all.
- Stuart presented his report. Great graphs!! well presented – congratulations Stuart.

Sunrise Glass – Craig – to be contacted.

10 voted for, 2 against, 3 abstain

c) Uniform Shop Report
Moyra’s report received after the meeting.
Sandra reported that uniform sub committee met. Sports shirts discussed, and samples shown at that meeting. There has been an email about dress, which is an issue still being worked on.

d) Fundraising Report
Mentioned in Gavin’s report
Christmas Stall – Michelle Hall – run at before school/lunchtime over a week – as a possibility. 3 helpers needed. Geoff can make the room available and is supportive, as students enjoy it. Major help needed for gift wrapping prior and serving on stall. 4 helpers needed. $800 raised at election BBQ. Future fundraising possibilities: 2013 election can be a money spinner.

To be held in Week 10 Term 4.
Belinda to send draft to Nikki Term 4 – letter for support from school community.
Helpers: Martine(half), Birgitta, Casten.

e) Principal’s Report/Arts Committee Report
- Geoff presented his report
- Equestrian Team request for canteen at upcoming event Term 4
- Jive Lounge recommendation (for Seb Scholten) – email sent.
- Building fund balance $15,491.86
- Library fund balance $13,692.06
- 155,000 stickers from Earn and Learn to be used for learning resources.
- Mailout response – for library and building fund

Moved: Kathy Heathcote
Seconded: Caston Smith

Exact figures at next meeting
6. **Next General Meeting**: 11 October 2012
7. **Meeting Closed**: 8.30 pm

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<tr>
<th>f) President’s Report</th>
<th>Nil</th>
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<td>h) Finance Subcommittee Report</td>
<td>Nil</td>
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| 5. General Business | Harmony Day Mural – publicity  
| | Jack Phelps unwell - hamper to be sent from P&C  
| | Donations – P&C discussed feasibility of offering more support to needy families under the School’s guidance. Currently Stewart House and Royal Far West Program donated to. Uniform shop vouchers or book packs are something the P&C could consider supporting. Currently $50 per person student assistance fund from teacher referral/student request. 2011: $2000 given, 2012: $1500 approx. Excursions could be something P&C help with.  
| | Uploading P&C Minutes to BBPS website – Nikki to do  
| | Connection with School – Class parent – feasibility at the School? Foreign idea which requires careful management, yet can facilitate class communication.  
| | 2 spare hats for each classroom. Spares would get lost. Hat education underway.  
| | Congratulations to teacher Jade van der Linden for her upcoming wedding.  
| | Calendar of fundraising events for 2013. Possible interest from Amanda, Geoff, Martine – for a strategic approach.  
| | Geoff to contact the media  
| | $100 gift to be prepared – Gavin/Tim. Kathy to write a note to Jack on behalf of P&C.  
| | Unanimous: $500 to be made available on Geoff’s request from P&C to support students in need of support for excursions or anything else..  
| | Birgitta/Belinda/Johanna to get more info and email to Geoff. Teachers to be consulted by Geoff  
| | P&C congratulations to Jade to be mentioned in newsletter – Geoff.  
| | Meeting in Term 4. Anyone interested in being on this to email interest to Kathy. |