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| **Robina State School - Parents & Citizens Association**Agenda for General Meeting**Date: 12.09.18 Time:** 6.30pm **Location:** Staff Room |

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| **Item** | **Action Officer/s** |
| **Opening** * Welcome to existing members, new members, and any visitors
 | Sascha Voevodin |
| **Attendance / Apologies*** To be noted on Attendance form
 | All |
| **Special Guest** | Sascha Voevodin |
| **Previous Meeting*** Ratification of previous minutes – 15.08.2018
 | All |

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| **Subject/Details** | **Action Officer/s** | **Progress** |
| CPAC hire / condition report / procedures /scope of improvements | Elisha S / Sascha V |  |
| CPAC and Library Cooling Quotes | Sascha V / Allison J |  |
| CPAC Glass Door Frame & Tinting | Jodhi / Sascha V |  |
| CPAC HALL Floor Refurbishment / Quotes | Sascha V |  |
| Playground Project - Obstacles, Board Games, Times Tables & Wall Decals  | Louise G / Jodhi R |  |
| Updated 2018 Strategic Plan  | Katrina V |  |
| P & C Conference Debrief | Katrina V |  |
| Popcorn Maker for CPAC / Tuckshop / School Rewards / Events | Katrina V |  |
| CPAC Safety Assessment / Hirers Items / Audio | Elisha / Sashca |  |
| Volunteer Rewards Programs | Katrina / Elisha |  |
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| CPAC Projector -Minutes required about decision made / relevant votes | Felicity L |  |

The following items have been completed since the previous meeting.

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| **Correspondence** Inwards – Monique Rackley Swimming SchoolOutwards –Actions arising from Correspondence - |  Rebecca CorkeryFelicity LeerALL |
| **P&C Executive Update – Actions by the Executive*** General
* Confirmation of any Officer Decisions made since last meeting
* Current Project Updates (only if any progress has been made since last meeting)
* Ballistraid for Prep Area
* Tuckshop Quote Progress
* Volunteer rewards
 | Sasha VoevodinJodhi RobertsKatrina Voevodin |
| **P&C Business Reports** * OSHC
* Snack Shack
* Uniform Shop
* CPAC

**Acceptance of report as true and correct** | Elisha Salkeld |
| **P&C Reports*** P & C Qld
* Robina Parent Network
* Treasurer’s Report

**Acceptance of report as true and correct** | Rebecca CorkeryCass GersbachKate Robinson |
| **School Reports*** Principals Report

**Acceptance of reports as true and correct** | Carmel Baker |
| **Fundraising** * Father’s Day
* Fiver for a Farmer
* Online poll for fundraisers
* Colour Run
* Trolley Bag Fundraiser
* Twilight Concert
 | All |
| **New Business*** Acceptance of any new membership applications
 |  Sascha Voevodin |
| **General Business (for Next Meeting)*** To be noted on General Business form
 | All |
| **Date of Next Meeting / Close Meeting** |  Sascha Voevodin |

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| **P&C Contact details:** 07 5562 4111(General) **Email:** pandc@robinass.eq.edu.au 0447 777 319 (CPAC hire) cpac2@robinass.eq.edu.au**Post:** Canbe sent to/left at School office |