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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 School  Outwards –  Actions arising from Correspondence - | Rebecca Corkery  Felicity Leer  ALL |
| **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 Voevodin  Jodhi Roberts  Katrina 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 Corkery  Cass Gersbach  Kate 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 |