

AGENDA

Date: May 8th 2019 **Time:** 6:30pm

Location: CPAC Meeting Room

Item	Action Officer/s	
Open meeting <ul style="list-style-type: none"> • Welcome existing members, new members, visitors 	President	
Attendance / apologies (to be noted on attendance form) <ul style="list-style-type: none"> • Special guests 	All	
Previous meeting <ul style="list-style-type: none"> • Ratification of the previous minutes • Review of action items from previous minutes: 	All	
<i>Action items from previous minutes:</i>		
Subject/Details	Action officer/s	Outcome
Visit Merrimac SHS & Mudgeeraba Creek SS to view fans	Katrina V	
Projects for 2019	Jodhi R	
Artwork for Dog & Parrot playground decals	Katrina V.	
Online volunteer induction process launched	Katrina V.	
Creation of financial support program for students achieving regional, state or national representation	Fiona G.	
Cover & stamp Griffith Uni readers	Cass G	
Get wheelbarrow from cage to Garden Club	Sascha V	
Tuckshop strategy meeting early Term 2 to solve losses and staffing issues	Katrina V / Elisha S	
Blue cards and permission slips needed for any hall hirers working with kids, per new legislation (advised by Carmel/Alison).	Elisha S	
Tuckshop volunteer rewards system to be implemented	Katrina V	
Acknowledgement of country to be included at start of every P&C meeting	Katrina V	
Correspondence <i>Inward/Outward:</i> <ul style="list-style-type: none"> • • • • • • 	Secretary	

<p><i>Actions arising from correspondence</i></p>	
<p>Executive Update <i>Executive decisions since last meeting:</i></p> <ul style="list-style-type: none"> ● Extension of Approval Max for another month ● Purchase of new jackets for OSHC staff members ● Employment hero timesheet approvals <p><i>Any other completed items or updates since last meeting:</i></p> <ul style="list-style-type: none"> ● Lanyards purchased and received ● Walkie Talkies ordered and picked up 	<p>President</p>
<p>Fundraising</p> <p><i>Update on recent fundraising:</i></p> <ul style="list-style-type: none"> ● Earn and Learn Stickers ● 8 May - Mothers day stall + regiftathon <p><i>Upcoming fundraising events:</i></p> <ul style="list-style-type: none"> ● 18 May - Election BBQ ● 2019 Fundraising Events calendar to be finalised and distributed for this meeting 	<p>VP of Fundraising</p>
<p>Projects</p> <p><i>Update on projects:</i></p> <ul style="list-style-type: none"> ● Project priorities for 2019 <ul style="list-style-type: none"> ○ CPAC & Library cooling ○ Senior playground ○ Tuckshop extension ○ Water bubblers on oval ○ More seating around school ○ Improved bag racks ○ Year 6 toilet upgrade & beautification of classroom area ○ External security CCTV cameras 	<p>VP of Projects</p>
<p>Reports</p> <p><i>P&C Operations Report (Tuckshop, Uniform Shop, OSHC, CPAC)</i></p> <ul style="list-style-type: none"> ● Business arising from Operations Report <ul style="list-style-type: none"> ○ Tuckshop - record and review at end of each month kids with no lunch <p><i>Acceptance of Operations Report as true and correct</i></p> <p><i>Treasurer's Report</i></p> <ul style="list-style-type: none"> ● Business arising from Treasurer's Report <p><i>Acceptance of Treasurers Report as true and correct</i></p> <p><i>Principals Report</i></p> <ul style="list-style-type: none"> ● Business arising from Principals Report 	<p>Operations Mgr</p> <p>Treasurer</p> <p>Principal</p>

General Business <ul style="list-style-type: none">• Advertising on SKOOLBAG app instead of using case next to tuckshop for business cards• Discussion of new terminal for volunteers to sign on in OSCH	Katrina V Belinda
New member applications	President
Close meeting	President