


P & C Meeting Minutes

Five Islands School

Date:	27/07/2017	Began at:	9:00am
Attendees:	Apologies:		
Carrie Telfer, Julie Kelly, Andrew Proctor, Sharon Proctor, Suzie Handsley, Karen Bearnz, Rachel Shandley and Brooke Twine.	Darlene Jones, Ali Landers		

Previous Minutes: ACCEPTED

GENERAL BUSINESS		Who	Time
1	Finances and AGM - <i>conflicting information has been provided from the P&C Federation in regards to the yearly audit of the books. SH was told an audit of the books was indeed required to continue our membership and JK was told the opposite. JK has created a ledger of deposits and withdrawals should it be required. A decision was also made to carry over the current positions of President, Secretary and Treasurer with SH, BT and JK respectively. This will be discussed further at the next meeting.</i>	S. Handsley and J. Kelly	10 minutes
	Action: BT to move ahead with paying the standard membership fee.		
2	Trivia Night – <i>trivia night prize donations are coming in and a table has already sold! Prizes include 3-month pass to Anytime Fitness, Woolworths, Big W and Bunnings vouchers, IGA Food Hampers, wine and bistro vouchers from the club and more leads to come. SH met with Robbie at Teralba Bowling Club and they will also provide the big TV to hook into for our audio visual requirements. Robbie will also make up the "hundred board" and sheets (3 prizes to be offered for</i>	S. Handsley	20 minutes

	<i>this). KB to explore more male oriented prizes such as Supercheap Auto.</i>		
☞	Action: SH to meet again with Robbie prior to the event, BT to create Facebook advertising, JK to print tickets.		
3	Landscaping – <i>a landscape gardener will be coming to the school to check out the space, take measurements and tell us exactly what we need.</i>	S. Handsley	5 minutes
☞	Action:		
5	Next Meeting - <i>Thursday, August 24, 9:00am</i>	All Members	5 minutes
☞	Action:		

Adjourned at:	9:40am
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Brooke Twine
P & C Secretary