Richmond Primary School
P & C Association Inc

The Minutes of the General Meeting for Richmond Primary School P & C Association Inc. held on Tuesday 17th June 2008 in the School Library at 7.30pm.

1. Open. Welcome. Attendance and Apologies

Meeting commenced at 7:40pm.

In Attendance
Laura Cargill (chairperson), Debbie Murphy, Milly Sayer, Alison Plowman, Michele Dalitz, Richard Hicks, Sarah Levalds, Lisa Dentith, Sjaak Lemmens, Bridget Marshall, Tania Radich, Andrea Lisewski, Patsy Richards, Lia Barnett, Kate Duncanson, Joanne Hart, Rob Garvin, Carolyn Rupe.

Apologies
Marion Bamblett, Hilary Holliday, Suzy Nicholson, Dot Longnecker, Rita Crooks, Lee Simes.

2. Confirmation of minutes of the previous meeting

- Motion: That the minutes of the General Meeting of Richmond Primary School P & C Association held on the 20th May 2008 at 7.30 be taken as read and confirmed as true and correct.

Moved: Richard Hicks
Seconded: Sjaak Lemmens
Motion Carried

3. Business arising from previous meeting

3.1 Road Safety Guidelines
Sarah Levalds and Richard Hicks met to discuss road safety guidelines, see also committee reports.

3.2 Gifts for Teachers policy
Policy tabled and presented by Richard Hicks (attached).

3.3 Pre-primary painting
East Fremantle council are looking for the Pre-primary building lease.

3.4 P&C records
The records are in the process of being reorganized. They will be stored in the library.
3.5 **Canteen Air Conditioner**

The DHW reps have deemed that the air conditioner previously quoted for would not be recommended for the canteen. Additional quotes will be sourced.

Action: Rita Crooks to follow up

4. **Correspondence**

4.1 **Incoming**

- Fundraising information.
- Invoice – playground repairs, GST to be paid.

4.2 **Outgoing**

- Nil

5. **Treasurer’s Report**

Report tabled and presented as attached.


- Cheque Account $5,146.75
- Cash Management Account $14,812.84

There are outstanding parent contributions. Action: Laura Cargill to send out a reminder letter.

- **Canteen Accounts/ Report**

  - Balance $6,935.24

Canteen Committee - The extra part time position has been successful and will continue on an ongoing casual basis.

6. **General Business**

6.1 **Disco**

The disco is being held tonight, thanks to Bronwen Milsom for organising it. There was a general discussion regarding planning and setting dates for two discos a year so that venues and DJs could be pre-booked.

Action: At the November P&C meeting set dates for 2009.
6.2 **Manna Bears**
Carolyn Rupe and Rob Garvin gave a presentation on Manna Bears (supplement with extracts of dehydrated vegetables and fruits) as a fund raising idea. Information pamphlets were provided.

7. **Principal’s Report**
- Waiting on directives from the teachers union re rolling strikes and bans on report writing.

8 **Committee Reports**

8.1 **K/PP**
- Busy bee planned for the 29th June.
- K/PP disco organised for Friday 27th June. Alison Plowman seeing to music/lights.

8.2 **School Council** – Nil report

8.3 **Library**
- New furniture obtained, shelves have been moved.
- Reading corner planned.

8.4 **Grants**
Debbie Murphy provided a summary of the meeting with the North Fremantle primary school grants committee representative. Many ideas were gained.
A motion was put to the P&C meeting to set up a library fund (as per the building fund). Motion passed.
Action: To be discussed with Sjaak Lemmens.

8.5 **Roadwise**
There was a general discussion regarding ongoing road safety issues around the school.
Action: Anecdotes to be placed in the school newsletter to emphasize road safety incidents to the school community.
Following an incident on Windsor Rd the East Fremantle Council showed Lisa Dentith the various road signage around the school. The current signage is clear. There was a discussion regarding the parking signs on Osborne Rd and Windsor Rd. There are currently no signs on Windsor Rd restricting parking to one side of the road.
Action: Sarah Levalds to follow up with East Fremantle council.

9 **Thank you and next meeting**
Laura thanked those in attendance.
The next meeting will be held on Tuesday 19th August 2008.

10 **Close**
The meeting closed at 9:10pm.