Richmond Primary School
P & C Association Inc

The Minutes of the General Meeting for Richmond Primary School P & C Association Inc. held on Tuesday 21st October 2008 in the School Library at 7.30pm.

1. Open. Welcome. Attendance and Apologies

Meeting commenced at 7:50pm.

In Attendance
Laura Cargill (chairperson), Debbie Murphy, Mary Reynolds, Lee Simes, Michelle Dalitz, Sjaak Lemmens, Sarah Levalds, Patsy Richards, Richard Hicks, Elaine Bradley, Rita Crooks, Kate Duncanson, Bridget Marshall, Lisa Dentith, Lia Barnett.

Apologies
Andrea Lisewski, Milly Sayer, Alison Plowman, Hilary Holliday, Jane Ahern, Suzie Nicholson, Trish and Randy Salmond.

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 16th September 2008 at 7.30pm be taken as read and confirmed as true and correct with the following amendment. The date for the next meeting should read Tuesday 21st October 2008.

Moved: Sarah Levalds
Seconded: Patsy Richards
Motion Carried

3. Business arising from previous meeting

3.1 Pre-Primary Painting/Maintenance
A lease agreement has been found for the pre-primary building. It states that the school is responsible for repairs and painting to the building within reasonable wear and tear.
Action: Richard to follow up with the East Fremantle Council.

3.2 P&C family Picnic 12th December
Meredith Fonti has booked a DJ (quote of $450) and will check the suitability of the music. There was a discussion re the format of the singing. The general agreement was to keep to format simple with printed songbooks to be available.
Action: Meredith to liaise with Lisa Dentith re the format of the singing performance.
3.3 **Pre-Primary drinking Fountain**
The East Fremantle council will consider replacing the current drinking fountain with one that includes a dog bowl at the base.

3.4 **Canteen Ordering System - computer based**
The parent offering this service has not been in contact with Rita. The Canteen committee have decided that replacement of the existing system with a computer-based system may increase the workload.

4. **Correspondence**

4.1 **Incoming**
- Fundraising information
- WACCSO - insurance policy document, canteen insurance does not cover claim.

4.2 **Outgoing**
- Letter to East Fremantle council re drinking fountain.

5. **Treasurer’s Report**

Report tabled and presented as attached.


- Cheque Account $17,052.11
- Cash Management Account $14,830.64

- **Canteen Accounts/ Report**
- Balance $5,742.02

6. **General Business**

6.1 **Party Plan Fundraiser Presentation**
Jezelle Jenkins attended the P&C meeting to present Archdeacons Suncatchers as a fundraising idea. Promotional material was provided to the meeting.
7. **Principal's Report**

Tabled and presented by Lisa Dentith.

- School bus seat belt policy. Currently the use of school buses with seatbelts increases the cost of school excursions. This has resulted in an increase of $10 this year for the school swimming lessons. The motion was put to the meeting to support the school policy of using school buses with seat belts for all school excursions. The motion was passed.

- After school care. The organisation Camp Australia has approached the school to offer onsite before/after school care. They would need a minimum of 15 children to run the program and the venue would be the music room. There was a general discussion re provision of activities and the level of interest from the school community. Action: Lisa will send out a survey to target audience to gauge interest from the school community.

8. **Committee Reports**

8.1 **KPP** - Nil report

8.2 **School Council** - Nil report

8.3 **Library**

- Library fund application can only be submitted to the tax office by the school. (The P&C is not able to submit the application, as it does not own the library building). There was a general discussion re library fund and its uses. Action: Debbie to clarify with the ATO any restrictions that may affect the use of a library fund.

8.4 **Grants Committee**

- Through the Volunteer Grants Programme a grant has been applied for 2 soccer strips, 2 trestle tables and a shade cover (gazebo).

- The issue of applying for a grant for a new school playground was raised. Action: Lia Barnett to provide relevant information to Debbie Murphy.

8.5 **Road wise Committee**

- New signs restricting parking on the east side of Windsor Rd have been installed. A thank you letter to East Fremantle Council has been sent on behalf of the P&C.

- Bin Stickers (slow down consider our kids) – Grant application 2009.

- Follow me footprints and stop smiley faces – planned for term 1 2009, determination of route and permission from council required.
8.6 Canteen Committee

- The motion was put to the meeting to fund the painting of the interior of the canteen, quote of $350. The motion was passed.
- Floor requires replacement. Action: Rita to obtain a quote for new flooring.
- Jenny Crawford will act as canteen treasurer during Kate Duncanson absence for the remainder of 2008.

9 Thank you and next meeting
Laura thanked those in attendance.

The next meeting will be held on Tuesday 18\textsuperscript{th} November 2008.

10 Close
The meeting closed at 9:30pm.