The Minutes of the General Meeting for Richmond Primary School P & C Association Inc. held on Tuesday 16th November 2010 in Room 13 at 7.30pm.

1. **Open. Welcome. Attendance and Apologies**

   **In Attendance**
   Laura Cargill (chairperson), Lee Simes, Michelle Dalitz, Milly Sayer, Jenny Crawford, Cheryl Peck, Alison Plowman, Lisa Dentith, Sjaak Lemmens.

   **Apologies**
   Kate Duncanson, Andrea Lisewski, Patsy Richards, Sarah Levalds, Debbie Thackray, Suzy Nicholson

2. **Confirmation of minutes of the previous meeting**

   **Amendment:** Next meeting was scheduled for 16th November, not 26th November

   **Motion:** That the minutes of the General Meeting of Richmond Primary School P & C Association held on the 26th October 2010 at 7.30pm be taken as read and confirmed as true and correct.

   **Moved:** Lisa Dentith  
   **Seconded:** Michelle Dalitz  
   **Motion Carried**

3. **Business arising from previous meeting**

   **3.1 Play equipment**
   Helen Bawden ordered about $350 worth of equipment.

   **3.2 New playground**
   - Dinosaur playground ($30k) was rejected because children did not like this idea.
   - Activo Range Novo (11.3 x 11.5 m): $36k
   - Actrivo range Deluxo (12.6 x 9.8 m): $54k (both supply and install, but no site works included)
   - Sensory Garden: $44k for complete wishlist, as per quote (Josh Byrne & Assoc.; Maurice Kayser is overcommitted).
   - Water feature: $4k (water runs through and goes to waste for hygienic reasons - no recycling. Push button operated).
   - Sand pit: $6k approx.
Treasurer provided financial overview (see below). About $20k has been committed for next school year from P&C Funding (Mathletics, Computer lease etc.). Based on current balance, about $80k can be spent on playground, if fete revenue is included.

Following was approved for expenditure at P&C Meeting:
- Activo Range Deluxo: $60k, incl Ground works: $6k
- Feature Garden: $20k (of which $5k maximum for design; quote was $9k)
- All up: $80k approved.

Action: Laura to prepare article for RPS newsletter.

4. Correspondence

4.1 Incoming
- various fundraising information.

4.2 Outgoing
- Various cheques for fundraising activities.

5. Treasurer’s Report
Treasurer and canteen treasurer reports to be tabled in next RPS newsletter.

6. General Business

6.1 Family Picnic
Family picnic has been organised for Friday 10 December. 6PM start. Laura to book DJ (Daniel – nephew Suzy Nicholson). Michelle to organise coffee / milkshake van. Lisa / Laura to organise flyers to neighbours. Lollies & glowsticks: Ally & Milly to organise. $750 expenditure has been approved, including $100 for cleaners.

6.2 Chess Awards
$80 for chess awards approved.

6.3 Teachers leaving
All leave awards as per P&C Schedule, as follows:
- Hank Vandersteen (gardener) $50 - $75 approved. To be presented at next assembly;
- Lisa McWattie leaving;
- Celia Weston retiring (unlikely to be present at final assembly) - Prepare letter of appreciation from P&C.

6.4 Soapstream
- Recurring item. To be followed up next year, after discussion with person who raised item.

6.5 Cancer Council
- P&C to book 2011 workshops - discuss at AGM.
7. **Committee Reports**

7.1 **Canteen committee**
Canteen is running in the black. See Pnt. 5.

7.2 **KPP**
PP T-shirts have been organised. Milly pre-ordered T-shirts for next year’s Kindy. Faction T-Shirt style: Blue, Green, Pink.

*Action*: Prepare notification for RPS newsletter.

8. **Thank you and next meeting**
Laura thanked those in attendance.
The next meeting (AGM) will be held on Tuesday 15th February 2011, 7:30 PM.

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