

Minutes for for Holbrook Public School P&C Association

**16 February 2022 at 7.30pm - via Zoom**

The meeting was declared open at 7.33 pm by the president

**Present:**

Kate Wedgewood, Jamie, Steph, Damien,

**Apologies:**

*Kelly Boers, Tash Harbison, Prue Pincott*

**Confirmation of Minutes:**

The Minutes from the meeting of 24 Nov 2021 were assumed to be read prior to the meeting. Damien summarised key points of the meeting

**Proposed:** That the minutes of the meeting 24 Nov 2021 are a true and correct reflection of the meeting - Damien **2nd** Jamie. **Carried**

**President's Report:**

We have a lot happening this year with the Playground upgrade and some large fund-raising activities with the outdoor cinema night as well as your usual support to Bull sales and school BBQs. I am really hoping the COVID doesn't get in our way and that we (the P&C ) can physically get more involved with the school this year.

**Treasurers Report:**

See attached for a detailed report.

Note. There was a number of large donations towards the playground upgrade and we need to acknowledge these people moving forward. The P&C has now raised the \$15,000 we said we would commit to the playground which is a great result

- Kate mentioned we can get them mentioned in the school newsletter
- We can also acknowledge them on the Outdoor Cinema night

- A letter of thanks needs to be sent to Scott Black of the Holbrook Rugby club – **ACTION:** Damien to send Jamie Scott's address.
- Jamie has sent receipts to all who have donated

Damien thanked Jamie for the extra effort that has been put into the fund raising activities.

**Proposed:** That the Treasurer's report be accepted as submitted - Jamie **2nd** Kate. **Carried**

### **Principal's Report:**

See attached Principal's report

There was discussion about providing a small gift to Nathan Fisher from the families of Hobrook Public school for his contribution over the last few years. It was also suggested that the children from each class could create a card to accompany the gift.

**Proposed:** Jamie proposed that an amount of \$150 be spent on a gift for Nathan Fisher **2nd** Steph **Carried**

**ACTION:** Jamie to source a gift and Kate to organise for each class to create a card

### **Correspondence**

IN: Nil

OUT: Nil

Tanya Saunders – Nominated and Steph 2<sup>nd</sup> carried.

### **Business Arising:**

Damien updated the committee on the resignation of Tash as the P&C Secretary and that we would need to find someone pretty quickly to fill the duties. Damien nominated Tania Saunders after talking to her earlier that day. Steph echoed the idea and said she had also spoken to Tania during the day. Other committee members also concurred

**Proposed:** Damien proposed that Tania Saunders be elected Secretary for the remainder the current P&C term **2nd** Steph **Carried**

1. Playground upgrade: Damien gave a quit refresh on the playground activities to update Kate. **ACTION** Kate to follow up with the contractor and find out the start date of works. Kate was also asked to give some direction on where the year 6 paver checkerboard needs to be moved to.

Damien mentioned that moving checkerboard may casuse damage as it is cemented in place and that we may have to replace some pavers if they get damaged.

Damien to manage Softfall and once we have dates Jamie to lock in the Bob Cat contractor to do the prep works

2. Outdoor theatre night. The outdoor theatre night plan was summarised for Kate. Below are the key points discussed:
  - a. We need to work out what movie we would show asap so we can advertise. There was a discussion about the rating of movie we could show PG or G rating. It was decided that as parents would be accompanying children that PG would be appropriate. We therefore need to make it a rule that all children need to be accompanied by a parent **ACTION**: Damien to get a response from committee members on what movie and then purchase rights to present the movie
  - b. There was a further discussion about announcing everyone that kindly donated funds toward the playground upgrade
  - c. Pricing – it was discussed and agreed that tickets would be as follows
    - i. Family ticket - \$25
    - ii. Adult -\$10
    - iii. Child - \$5
    - iv. Infant (under 3) - Free
  - d. Jamie updated on Insurance – P&C has a public liability insurance – the policy does not specify a location
  - e. Damien has booked the blow up theatre for the 8 Apr
  - f. It was agreed that we would organise a popcorn maker and a slushy machine **ACTION**: Damien to book

- g. The committee will need to work out what we will provide food wise – sausage sizzle, hotdogs, steak sandwiches **ACTION:** Committee to work this out asap so it can be advertise
- h. Location – there was a detailed discussion about the best location and it was agreed that the School Grounds would be best. The classrooms will need to be marked out of bounds
- i. Helpers – it was agreed that a large number of helpers will eb required. **ACTION:** Kelly to chase up volunteers but we can all do this
- j. Ticket sales **ACTION:** Steph to chase up an online tool that people can book and pay for tickets on.
- k. Advertising – We should advertise in the Holbrook happenings, through the council website (thanks Tania for organising this in advance) school newsletters. Judith is going to do up a flyer sow e can start advertising asap **ACTION:** Kate to organise Judith to create a flyer. Once we have this Tania to organise through other means

#### **General Business:**

1. Grant Opportunities – Steph to talk to Kate off line about some opportunities that are available
2. Holbrook Rugby Club donation - Damien (letter of thanks) as mentioned above
3. Fund raising BBQs – Locke bull sale.... it's on 9th March 10.30 - 2pm, – Kelly has this in hand with volunteers organised. A few of the committee members will bake some slice/cakes (4 to 5 ) for the day.

Next Meeting: 23 Mar 1930

Meeting Closed. 8.33 pm