

Minutes for the Holbrook Public School P&C Association

16 March 2022 at 7.30pm – via zoom

The meeting was declared open at 7.31 pm by the President Damien Lindsay.

Present: Kate Wedgewood, Steph Hartwich, Damien Lindsay, Kelly Boers, Tania Saunders and Andrew Lawson.

Apologies: Jamie Ingle

Confirmation of Minutes:

The minutes from the meeting of 16 February 2022 were assumed to be read prior to the meeting. Damien summarised key points of the meeting and welcomed Tania Saunders to the committee as the new secretary.

Key points:

- Damien still to send letter to Scott Black regarding the donation from the Holbrook Rugby to the school.
Action: Damien to follow up with Jamie re letter.
- Present for Nathan Fisher all agreed to a subscription of the “Outback” magazine.
Action: Kate to forward correct postal address for Nathan to Jamie.

Proposed: That the minutes of the meeting 16 February 2022 are a true and correct reflection of the meeting – Damien 2ND Kelly. Carried

Presidents Report

Thank you to everyone for all the work they are doing in the background. It is great to see things moving along for the cinema night and new playground.

Treasurers Report

See attached for detailed report.

Note:

- Since last meeting the P&C have received an additional 2 donations from the playground. A total of \$15,000 will be committed to the playground.
- Reminder from Jamie to make sure all parties who have made a donation to be acknowledge in some way.
- Suggestions include, article in the Holbrook Happenings, inclusion in the school newsletter and a thank you at the cinema night.
- Damien thanked Jamie for the amazing effect that she has put in, in gaining all the additional donations.

Proposed: That the Treasurers report be accepted as submitted - Damien 2nd Kelly. Carried.

Principal's Report

See attached Principal's report.

Summary:

- 132 current enrolments plus an additional 2 student, bringing total enrollments to 134.
- Fence is underway and there have been no disruption to school activities.
- Bobcat to be onsite at school on 18 March to complete excavation of playground site. Thank you to Damien for meeting with them on the day and Jamie for organising the bobcat.
- Playground will take approximately three days to set up and will start on 21 March 2022.

- CSU grant submission. Kate and Steph have worked on a \$1000 grant submission through CSU. The grant is for an Art and Culture excursion for the whole school. Activities for excursion are art work shop at MAMA (\$5.00 per student approximately \$665), visit to the Albury Library Museum (free) and activities at the Flying Fruit Fly circus (\$3239).
- A total of approximately \$6000 is needed to fund the activity. Most expensive part of the excursion is the bus cost (approximately \$2400).
- School has committed \$1000, P&C \$500. Discussion continued on ways to fund the excursion.
- Tania to look into CRT grant.
Proposed: P&C to meet remaining cost for whole school excursion. Total cost remaining \$4244 (this amount also includes the previous \$500 already pledged).
- **Moved:** \$4244 be paid by P&C towards costs for total school excursion. 2nd Kelly. Carried.
- Interviews for the Principal position have been conducted. Jayne Gill (Director, Educational Leadership) will be in contact once appointment has been finalised.
- School Contribution. Does the P&C wish to continue the school contribution? School contribution money is used by the school library, to purchase equipment and general stationary. **Proposed:** Steph proposed that the contribution to continue and remain at the amount of \$35.00 per child. 2nd Andrew. Carried
- New HPS swimming caps. Request from Ms Lavis for new HPS swimming caps for children that are representing the school at swimming carnivals.
Action: Tania to contact Margot Pitzen to find out costing for swimming caps.
Proposed: Steph proposed that P&C pay for new swimming caps. 2nd Kelly Carried.
- Change in date – The school cross country and Easter activities are to be moved to the same day as the P&C end of term BBQ. New date for cross country 8 April 2022.

Business Arising:

- Kate - grass area for new playground has been sprayed as per regulations, bobcat to take top off ground. Checkboard to be moved behind the theater.
- One chair to be moved, sleepers removed, reuse/sell.
- Soft fall ordered for new playground, to be delivered around the 29th & 30th March 2022. Once playground is completed, area to be taped off until soft fall is completed.

Outdoor Cinema night

- P&C and the school have received a donation of \$5000 from Greater Hume Council and the Murrumbidgee Primary Health Network to aid in a community event. This money will be used to pay costs associated with running the cinema night.
- Cinema night to be held on the 29 April 2022.
- Gates to be open at 5 pm.
- Movie to start approximately 6.15 pm – 6.30 pm.
- Damien to organise Fire and Rescue to perform a display on fire safety at home at approximately 6.00pm. All in attendance agreed this was a great inclusion to the night.
- Rotary to cater the event.
- Movie for the night to be "Sing 2".
- Ticket costs: Family – 2 adult and as many children = \$25.00, a single \$10.00, a child \$5.00 and toddlers under 3 free.
- Fairy floss, slushie and popcorn machine have all been organised. Use of the fairy floss machine will be free. Thank you to Maricar Lieschke. Slushie machine and popcorn machine will be hired from Jumping Beans in Wagga. They will deliver and collect the items.
- Portable Toilets – Tania to organise portable toilets for the event. Three single toilets and one disabled toilet to be hired. EBA hire to be used, they will deliver and collect the portable toilets.
- Ticketing for the event, Steph has suggested either Eventbrite or TryBooking as a system to sell the tickets. Steph to make further investigations. Also, will need discuss the booking fee will the P&C pass this cost onto the ticket purchase price or will the P&C absorb the costs?

- Date for cinema night to be published in the next school newsletter.
- Advertising for the event, Holbrook Happenings, school, posters and council social media and Holbrook local notice board social media page.
- Major prize for the event is a Weber Q family BBQ. Each ticket purchase will go into the draw. Tania to organise with IGA.
- Ticket sales to be capped at 250.
- Damien to follow up re St Johns Ambulance in attendance on night.
- Electrical covers to be sourced for extension leads.
- Inflatable cinema screen booked and Damien to collect from Culcairn on the Tuesday 26 April 2022 to run a test on oval before event. Damien to liaise with James Bartell Wallers regarding sound system for movie.
- Volunteers will be required for the night to work on the slushie machine, fairy floss machine and popcorn machine.
- Committee members to communicate via email to maintain communications for the event. **Proposed:** Tania proposed article to go in Holbrook Happenings to recognise the generous contributors to the new playground. 2Nd Steph Carried.

Easter raffle and BBQ

- Raffle to be drawn on the 6 April 2022 and prize distributed on the 8 April 2022, after the cross country and BBQ.
- Actions:** Kelly to organise 250 sausages and bread, Steph to collect
- Kelly, Steph and Jess Barr Smith to draw the raffle.
 - Kelly has sent message out requesting volunteers to help with the BBQ.

Bull Sale

- Excellent result for the P&C from the bull sale held at the Wirruna bull sale. P&C raised a total of \$1106. Thank you to Kelly and all the helpers on the day and to all the people who made slices for the event. This was greatly appreciated.
- Wirruna to hold another bull sale in August 2022.

AGM to be held on the 11 May 2022.

Action: Jamie to follow up with Kate Heijse regarding audit of P&C finances.

Next meeting will be the AGM to be held on the 11th May 2022. This will be a face-to-face meeting held at the school library.

Meeting concluded 9.02pm.



Damien Lindsay

President

24/03/22

Tania Saunders

Secretary

31/03/22