

CONCORD HIGH SCHOOL P&C ASSOCIATION

General Meeting Minutes

ABN: 43 317 153 298

Meeting Tuesday 13th June, 2023 at 6:30pm

Where: Concord High School Library

Website: <https://www.concordhspandc.com.au/>

Facebook: <https://www.facebook.com/groups/concordhighschoolpandc>

	Item	Lead
1	Welcome	Alison and Amy
2	Attendees Monita Patel (P&C President), Alison Manurang (P&C Vice-President), Carmen Barclay (P&C Secretary), Amber Hooker (P&C member), Jens Olscher (P&C member), Sarah Coughlin (P&C member).	
3	Apologies Amy (P&C Vice President), Mark (P&C Secretary) & Chris (P&C Treasurer)	Mark & Carmen
4	Acceptance of Minutes accepted	Mark and Carmen
5	Correspondence and Communication *Email regarding table tennis tables arrival Action: Follow up with Natasha *Email from Lucy Carroll SMH Education Editor to Monita regarding upgrades to toilets and playground Action: Forward details to Victor *Zoom licence expiring 30/6, cost \$125 for another year Action: No renewal *Email from the Community Grants Hub to Ruth, Concord High has been approved for a Volunteer Grant for the P & C. Action: Contact Ruth re intent *The P&C Federation invites all members to join us at our P&C Federation Conference and Awards Ceremony on Saturday, 26 August 2023 Informed *GoDaddy auto renew 26/6/23 ?was this on Natasha's credit card	Mark and Carmen

	<p>Chris has linked it to Paypal</p> <p>School trees day 28/7</p> <p>Informed</p> <p>*Charities that operate on a calendar financial year (1 Jan to 31 Dec) must submit their 2022 Annual Information Statement before 30 June 2023.</p> <p>Check with Chris</p> <p>*Emails from Leanne at WriteTime marketing re sessions on Chat GPT</p> <p>Informed</p> <p>*Mailchimp not working to send out emails to notify parents/carers of upcoming P & C meetings:</p> <p>Meet with Linda</p>	
6	<p>Business arising from previous meeting</p> <p>Action Project Reference Group (PRG) needs a rep from P&C Amy to be the rep & to send her personal email through to Victor.</p> <p>First meeting attended by Victor</p> <p>Action Progress on possible support from P&C World Teacher's Day small gift 05/10/2023 vote for funds.</p> <p>Under investigation</p> <p>Action Robotics Grant- Natasha. How to return a grant for Robotics? Chris in discussions with Natasha. Check on conditions of grant.</p> <p>Action Progress on Trivia Night fundraiser 19th August</p> <p>Professional trivia host coming in; silent auction on the night</p>	Mark and Carmen
7	<p>President's Report</p> <p>Preparing for upcoming trivia night</p>	Alison and Amy
8	<p>Principal's Report</p> <p>P&C donations to be transferred at the end of each term (\$19,874 YTD)</p> <p>Fundraising projects: additional soccer posts (oval) & a fixed volleyball net ~\$8,000 total</p> <p>Alcohol at trivia night ok if no unaccompanied students present</p>	Victor Newby

	<p>PRG:</p> <p>all pending business cases on hold by govt</p> <p>DA (major upgrades new classrooms etc) due to be lodged with Canada Bay Council</p> <p>Theatrette upgrade to be completed in winter holidays</p> <p>Pilot classroom version 2 due to be completed pre July P&C meeting.</p> <p>Cooler classrooms: remaining classrooms to be air conditioned prior to summer.</p> <p>Senior courtyard:</p> <p>Phase 1 almost completed- trees removed, old seating removed, concreting.</p> <p>-Need to find out where the grant money for shade is: 2 grants, 1st Natasha applied for, 2nd from Federal Govt (applied for by school).</p> <p>*Contact Natasha to find out more</p>	
9	<p>Treasurer's Report</p> <p>Sent in by Chris:</p> <p>Prev P&C ?had an app for payments</p> <p>Robotics grant-will receive an email from the Dept requesting its return.</p> <p>Balance \$9844</p> <p>Avail to spend \$7545</p> <p>Building \$3551</p> <p>In: \$2 membership fees</p> <p>Out: Nil since previous Treasurer's report.</p> <p>GRD building fund donations: unchanged from previous report.</p>	Chris Shaw
10	<p>Building Sub-Committee Update</p> <p>Natasha & Linda not present</p>	Natasha and Linda
11	<p>Grants Update</p> <p>Natasha not present</p>	Natasha
12	<p>Any Other Business</p> <p>Acceptance of people on Facebook</p>	Mark and Carmen

	<p>-People joining who are overseas- not known if people have children at the school or not</p> <p>-Place message on facebook page linking to P&C website</p> <p>-Ensure all information is placed on Facebook & the P&C website</p> <p>-Allison to look at privacy settings on Facebook</p> <p>-General message inviting new Facebook members to the next P&C meeting.</p> <p>Use of QKR</p> <p>-School Bytes (new payment system being implemented into the school) may be able to accept P&C payments for Trivia night (prepay tickets). QKR as backup option, costs involved</p> <p>-Can use the school eftpos machine for on the night sales as per VN</p> <p>Suggestion that there could be a teacher present at one P&C meeting per term to give a talk for the parents.</p> <p>Suggestion from VN that next P&C meeting should be online on Zoom, agreed. 45 minute meeting only.</p>	
	<p>Meeting close</p>	<p>8:07pm</p>

2023 Meetings to be held at CHS Library at 6:30pm

Term 1: Tuesday 21 February, Tuesday 28 March

Term 2: Tuesday 2 May, Tuesday 13 June

Term 3: Tuesday 25 July (Zoom meeting), Tuesday 5 September (AGM followed by GM)

Term 4: Tuesday 17 October, Tuesday 28 November