



SIPPS Parents & Citizens Association

MEETING MINUTES

Wed 19th October 2022

Attendance: Caroline English, Stewart Duncan, Karen Deane, Claire Bennett, Sarah Weller, Emmy Druce, René Price, Donovan Price, Claire Stein, Clare Bennett, Allen Liu, Kirsten Hopkins, Allison Wright, Mani Raman, Lorna Raine, Nicole Melidonis, Manny Raman, Alison Wright

Apologies: Lorna, Felicity, Jess, Tracey-Lee

AGENDA ITEM	RESPONSIBILITY BY WHOM / WHEN
<p>Acceptance of previous Minutes Accepted by Stewart Duncan</p>	Stewart
<p>Principal's report Principal's report (Caroline) – attached</p> <p>President's report President's report (Stewart) - attached</p> <p>Treasurer's Report Lorna has completed the year-end which ended September 2022. A fabulous year, despite paying out \$72K of donations to the school we were only short by \$5K in profit and that was funded from previous cash accumulation. Shout out to canteen at \$19K and social events at \$13.7K. Thanks to Claire and Jess. Auditors will start work on Friday, so we are ready for the AGM. Lorna is busy switching to Westpac – will start all payment from there now and move Qkr in the next week.</p> <p>Uniform shop report All shirts to have the emblem on for next year's start. The sample took some time but now that we have a larger order in, it should get done quickly.</p>	<p>Caroline</p> <p>Stewart</p> <p>Lorna</p> <p>Tanya</p>

<p>Canteen</p> <p>In last couple of weeks of term 3 one of the freezer's died. Had to throw away some stock to the value of approximately \$200. Agreed to write off the \$200. There are a couple of dates this term that Claire cannot do it. We need to see if there is someone who can step up. 21/11 and 12/12. Suggested not to have canteen on the 12/12. If we do get someone to stand in for Claire, we need to put it out as that person will need a couple of weeks to learn the ropes.</p> <p>Two fridges and ovens have gone in.</p> <p>Ceiling been re-sheeted. Looking great.</p>	<p>Claire Bennett</p>
<p>Band</p> <p>Been invited to perform at the Wahrenga food and wine fair. 30/10 at 15:55pm. Anyone can come and support.</p>	<p>Emmy Druce</p>
<p>Class parents</p> <p>Karen says everything has gone well. This year the comms has been great. Thank you Will send out the links again next year, but it is still very cumbersome to manually process everything.</p>	<p>Karen Deane</p>
<p>Front Electronic Sign Board</p> <p>Principal's report</p>	<p>Caroline English</p>
<p>Pavers</p> <p>Principal's report</p> <p>Caroline added that a Contractor was at the school. Draft plan with images was put together by Mrs. Stone's husband and we have handed it to the contractor and awaiting quote.</p>	<p>Caroline English</p>
<p>Gate Intercom</p> <p>See Principal's report</p>	<p>Caroline English</p>
<p>Year 6 Farewell</p> <p>Save the date have gone out. Collecting photos and year books, etc. Tasks that need to be done is in Google Docs. Latest thing that has come in from Jess is to possibly do a photo opp flower arch, flower crowns for the girls. Cameras are ready.</p>	

Hall A/V upgrade

Stewart secured lights for the hall. It has been installed by Don and Stewart and it looks great.

School hall A/V upgrade Project (total budget \$4,800, \$2,200 from P&C and \$2,600 from School)

- a. Used Lights and sound desk = \$1,249.56
- b. Used Lenovo Computer = \$382.38
- c. Used Lenovo Monitor = \$66.18
- d. Assorted Cables and DMX Controller = \$707.75
- e. Televisions = \$1,034.14
- f. Lights Safety Hooks = \$116.01

Total Spent so far: \$3,556.02
Budget Remaining: \$1,243.98

Christmas raffle 7 December

Caroline is comfortable for it to be drawn on the day.

Camp out

Still a couple of spaces on the volunteer lists. Don and Rene have volunteered to help stuff offloaded from 12pm. Manni has also volunteered to come help with that.

Starts at 4pm.

Inflatable obstacle course operational between 4-6pm. They will be here to set up between 12 and 2pm.

80 staying the night and 54 extras coming for the evening. Running it as a community event.

Wet weather backup 29-30 Oct.

Movie rights for Utopia and Home Alone.

Everyone off site by 10am

Gingerbread House fundraising

President's report

P&C Christmas Dinner Date

3rd December at Nicole's home.

Stewart Duncan

Stewart Duncan

Stewart, Felicity, and Nicole

Stewart Duncan

Nicole Melidonis

Stewart Duncan

<p>First P&C Meeting 2023</p> <p>The first P&C meeting will be on the 15th of February. Attached are the proposed dates for Meetings and Events. Everyone was quite happy with the dates proposed.</p> <p>Swimming Carnival</p> <p>The swimming carnival for 2023 will be held on the 13th of February.</p> <p>K-6 Presentation Day</p> <p>7th December @9:30am. School will be live streaming it.</p>	<p>Caroline English</p>
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Upcoming P&C Event Planning

Date	Event Scheduled	Person Responsible
22-23 Oct or 29-30 Oct	Camp Out	Stewart and Felicity
16 Nov	Annual AGM at bowling club	Stewart

2022 Meeting Dates

Date	Meeting	Location
16 February 2022	P&C Monthly Meeting	St Ives Bowling Club
16 March 2022	P&C Monthly Meeting	School Library
18 May 2022	P&C Monthly Meeting	School Library
15 June 2022	P&C Monthly Meeting	School Library
10 August 2022	P&C Monthly Meeting	School Library
7 September 2022	P&C Monthly Meeting	School Library
19 October 2022	P&C Monthly Meeting	School Library
16 November 2022	Annual General Meeting	School Library
December	P&C Dinner, date tbc	Offsite

P&C Roles for 2022

Date	2022
President / Grants Officer	Stewart
Vice President #1	Nicole
Vice President #2	Felicity
Treasurer	Lorna
Secretary	René
Marketing / Communications Coordinator	Felicity
Canteen Coordinator	Clare
Uniform Shop Coordinator	Tanya O'Brien
Class Parent Coordinator	Karen

Band Coordinator	Emmy Druce
Tennis Court Coordinator	David Xaio
Fundraising Coordinator	Jess Powell
Environment Coordinator	Vacant