



P&C ASSOCIATION

**Aveley Primary School P&C Association
Minutes for General/Annual General Meeting**

Time: 6.00pm

Date: 5th February 2018

Place: Staff Room

1. Attendees

Laura Lambert, Krissy Wells, Andrea Stone, Emma Watts, Emma Giblin, Helen Baker, Elisia Coetzee, Krista Bingham, Sharni Baxter, Michelle Murray, Malinda Kanongata'a, Kath Smith, Helen Robinson, Renee Jones, Kim Pieri, Jenna Hitchcock

2. Apologies

Dawn Morey, Catherine Smithson, Julie Cooper, Tenelle Mattiucci

3. Confirmation of minutes from the last meeting

Accepted Andrea, 2nd Krissy

4. Issues arising from last meeting

None

5. Correspondence In

School Banking Letter

6. Principal's Report

See attached

7. Presidents Report

None

8. Committee Reports

8.1 Vice President Report

None

8.2 Treasurer's Report

See attached

8.2 Secretary Report

None

8.3 Fundraising Report

None

8.4 Canteen Report

See attached

8.5 School Banking Report

9. Dissolving the Current Committee

Control of the meeting is passed to the Principal.

The Principal accepts for the dissolving of that committee.

The only nomination for President was received by Renee Jones.

Renee chaired the remainder of the meeting.

10. Other committee positions

Vice President - Kim Pieri

Treasurer - Sharni Baxter

Secretary - Helen Robinson

Bookclub Co-ordinator - Amy Elmer

School Banking Co-ordinator - Helen Robinson/Kim Pieri

Fundraising Co-ordinator - Krissy Wells

Volunteer Co-ordinator - Andrea Stone

Canteen Co-ordinator - Emma Giblin

Executive Committee

President - Renee Jones

Vice President - Kim Pieri

Honorary Treasurer - Sharni Baxter

Honorary Secretary - Helen Robinson

Other Members (2) - Krissy Wells, Andrea Stone, Emma Giblin

Canteen Sub Committee

Emma Giblin, Laura Lambert, Kath Smith, Andrea Stone

11. Signatories

Signatories for both accounts

Sharni Baxter (Treasurer), Renee Jones (President), Helen Robinson (Secretary) and

Emma Giblin (Canteen Co-ordinator)

12. General/New Business

P&C Laptop

The canteen is borrowing the P&C laptop as it is not needed by the P&C committee at this time. P&C discussed buying a portable hard drive, will be discussed further and decided on at the next executive meeting.

Mother's Day Stall

Information has been emailed to Helen; she will email it to Krissy. Krissy, Helen and Kim will place an order together. Helen and Kim will go through last year's stock after banking tomorrow.

Cookie Dough Fundraiser

Krissy, Helen and Kim will get the information. Pick up will be Week 8 on Thursday 22nd March 2018

Other fundraisers

Pie Drive and Tea fundraisers were discussed. Malinda to get information on tea. To be discussed further at a later date.

Lost Property

Kim has volunteered 30 minutes a week to sort lost property, ready for selling at a later date.

Parent meetings

If P&C members are available at the parent meetings next week, we would like to get information about the P&C out to the parents.

Member Profiles

Photo's of executive members, description, role and maybe humorous questions on to the facebook page or in the newsletter.

13. Next meeting

12th March 2018 at 6pm

Executive Meeting

23rd February 2018 at 2pm

14. Meeting Closed