

## **P&C ASSOCIATION MEETING MINUTES**

**Date:** Tuesday 16<sup>th</sup> February 2021

**Venue:** School Hub (Library)

**Attendance:** Mel Saunders (Mel S), Matt Soltau (MS), Aaron Holborow (AH1), James Brisebois (JB), Rob Feltscheer (RF), Kathie Palamara (KP), Laura Williamson (LW), Madeline Keene (MK), Jennifer Jones (JJ), Teresa Burgess (TB), Jocelyn Huxley (JH), Michelle Hofmann (MH), Cathie Butler (CB), Kate Van De Wall (KV)  
Principal: Justin Hong

**Apologies:** Kim Feltscheer, Yolande Van Vuuren, Ada Lyras-Holborow, Nick Davies, Jenni Davies, Jackie Weaver, Karena Comber, Karen Whiley, Katrina Ginsburg, Jude Nicoll, Rob Nicoll, Deb Howard, Keith Howard

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

Mr. Hong took the P&C Attendees into the International Gardens to look at the wonderful P&C Project for this area. It looks fantastic and he and Ms Soraia Barry (Head of Integrated Studies) thanked the P&C for the delivery of this project.

Mr. Hong then handed over to the President for the start of the AGM Meeting.

### **Treasurer's Report (Matt Soltau):**

Start of 2020 the P&C Funds were \$143,000

Finished 2020 with P&C Funds at \$130,000

82,000 Raised

53,000 Canteen Profits

Spend in 2020:

- \$40,000 Bubblers
- \$25,000 Recycling Bins
- \$11,000 Wall Murals

Due to go out in 2021:

- \$45,000 Gardens project
- \$10,000 front of school upgrade

Currently in the midst of our First AUDIT as our P&C is now Incorporated and we are required to provide annual reporting.

### **President's Report (Mel Saunders):**

Presentation provided on all of the great projects achieved throughout 2020. [Click here](#) to view.

## **ALL P&C POSITIONS ANNOUNCED AS VACANT**

PRESIDENT – Open

VICE PRESIDENT 1 – Aaron Holborow

VICE PRESIDENT 2 – Open

SECRETARY – Open

TREASURER – Matt Soltau

COMMUNICATIONS OFFICER – Rob Feltscheer

FUNDRAISING MANAGER – Open

PROJECT MANAGER – James Brisebois

CANTEEN REPRESENTATIVE – Mel Saunders to handover to Kathie Palamara

The Job Descriptions for each Role are attached as an Addendum to these Minutes.

## **OTHER BUSINESS**

Questions Asked;

1. Moving forward, with our growing student numbers, will space become an issue.

Mr. Hong – Advised that our capacity is 1,000 students. We would expect to have this growth within the next 2 – 3 years. Our intake now is only from the local area, however there are exceptional circumstances that are still considered. We are fortunate in that we have a lot of grounds area within the school. In the past demountables have been used for extra classrooms and this would be options to consider again in the future.

2. With wet weather this can become tricky for Cromer Campus and our Student size. However, the Gym gets opened up, the library is also available, and we are fortunate enough to covered walkways, plus a few classrooms get opened up to allow the children to stay dry. A question was asked about a COLA (Covered Outdoor Learning Area) and is this something CC has considered.

Mr. Hong advised that he will address the question related to a COLA at the next P&C Meeting.

## **Close:**

The meeting was officially closed at 9pm by Mr. Hong

## **Next Meeting:**

Week 8 – Tuesday 16<sup>th</sup> March.

There was some discussion about changing the day/date for the P&C Meetings. Aaron Holborow will advise if this date will be different to the above.