



Varsity College P&C Association General Meeting Minutes Wednesday 19 May 2021


Item	What	Business
1	Call to order – Welcome to General Meeting	Meeting opened at 6:00pm. Opening remarks by Colin Frew, acceptance of apologies & thanks to members and volunteers for coming.
2	Apologies	Catherine Fitzsimmons, Lucas Sork, Jodi Fillingame & Rochelle Lewis.
3	Confirmation of previous minutes	<p>The minutes of the previous General Meeting held on Wednesday 17th of March 2021 are a true and accurate record of the meeting.</p> <p><i>Motion proposed that the minutes of the previous General Meeting – Wednesday 21st April 2021, be accepted as a true and accurate record of the meeting.</i></p> <p>PROPOSED: Colin Frew SECONDED: Sharon Schultz PASSED: Yes</p>
4	Business arising from previous minutes	<ul style="list-style-type: none"> • CEP grant acquittal – Colin updated the committee on the acquittal of the CEP grant. In preparation for the acquittal of this grant funding, the garden has been weeded, the butterfly statue has been fixed and has now been re-installed slightly higher to hopefully avoid further damage, the butterfly seat has been installed and the signs are currently in production and should be installed next week. • Cr Hermann Vorster, Events and Farmers Markets – Colin and Marian met with Cr Vorster last week to discuss how Varsity College could be involved in any upcoming community events. Discussion was also held regarding the possibility of farmers markets on the senior campus to take advantage of recent changes to DA approvals. Correspondence has been sent onto Sharon Schultz for further discussion and considerations. • P&C logo update – A request to update the P&C logo has been sent onto Varsity College staff member, Luke. • Transfer of Varsity.org domain to school – Varsity College IT staff member, Ryan has been in contact to progress the transfer of Varsity.org domain to the school. Colin Frew is working through this process. • P&C office keys – Several keys are still outstanding, further follow up is required to ensure all keys have been returned to the school for previous committee members. • P&C Instagram – A P&C Instagram account has been set up and is now live. All members are encouraged to follow the account.

5	Correspondence received since the last General Meeting	<p>Incoming:</p> <ul style="list-style-type: none"> • Rebel Sports Statement - \$897.44 credit is currently available for the school to utilise. • Email – Merrimac State School P&C regarding a reference for the new Aquafil Hydrobanks installed on both campuses • Facebook message – Fitzgerald School P&C regarding a reference for the new Aquafil Hydrobanks installed on both campuses • Letter from Sharon Schultz – thanking P&C executive and volunteers who supported the recent Mother’s Day stall on the Primary Campus. <p>Outgoing</p> <ul style="list-style-type: none"> • Nil
6	Business arising from incoming correspondence	Promotion of Rebel Sports program via P&C social pages.
7	Tabled Executive Committee’s Decisions	Nil
8	Treasurer Report	<p>Treasurer’s report, tabled appendix.</p> <p>Bank Balances:</p> <ul style="list-style-type: none"> • Bendigo General Savings ACCT: ***887 - \$799.32 • Bendigo General Transaction ACCT: ***838 - \$38,088.11 • Bendigo School Building Fund ACCT: ***988 - \$800.29 • Bendigo School Building Fund ACCT: ***044 - \$799.32 <p><i>Motion that the Treasurers report to be accepted as true and correct.</i></p> <p>PROPOSED: Lisa Kelly SECONDED: Colin Frew PASSED: Yes</p>
12	Other Reports	<p>Executive Principal’s Report – Sharon Schultz, tabled appendix.</p> <p><i>Motion that the P&C Association accept the Executive Principal Report, as tabled, inclusive of School Financial Reports.</i></p> <p>PROPOSED: Sharon Schultz SECONDED: Melanie Bryson PASSED: Yes</p> <p>Queensland Council Parents & Citizens Association Representative (QCPCA) update – Catherine Fitzsimmons to be carried to next meeting</p>
13	Motions on Notice	Nil
14	General Business	<p>Mother’s Day stall was successful with a turnover of \$11,048 and very low remaining stock (approximately \$800 purchase value). Colin extended his thanks to Melanie, Sue, and Marian for their coordination of the Mother’s Day stall and ensuring the day/s ran smoothly.</p> <p>There are now 16 classrooms covered by 11 individual parents for the CPR program. Communications to the teachers to support the rollout will continue, and Karen advised that the teachers will be briefed during their next full staff meeting which is</p>

		<p>scheduled for the start of term three (3). Colin extended his thanks to Marian for her work in the development and coordination of the Varsity College CPR Program.</p> <p>Father's Day stall will take place in September, however there is a need to allocate a budget for the purchase of goods for this now to take advantage of early bird rates through retail providers.</p> <p><i>A motion is proposed that the Varsity College P&C allocate a budget of \$6,000 for the purchase of retail goods for the 2021 Father's Day stall.</i></p> <p>PROPOSED: Colin Frew SECONDED: Marian Frew PASSED: Yes</p> <p>A discussion was held in relation to obtaining a P&C debit card rather than continuing with a load and go card. It was identified that further research and due diligence checks are required before a decision can be made on this. Sharon cautioned the P&C against obtaining a P&C debit card unless we cannot operate without one based on her previous experiences with other schools.</p> <p>Sue queried whether the school have ever considered providing school sports house teams coloured shirts, rather than parents having to obtain plain coloured shirts each year for school sporting events. Sharon confirmed it is something the school have considered, however is not in current plans for 2021.</p>
18	Applications for membership and recording of new Members	Nil
19	Next General Meeting	Wednesday, 14 July 2021 6.00pm – MR18 & 19 (General Meeting) SECONDARY CAMPUS
	Meeting CLOSED	6:00pm

These are the official minutes and we the undersigned acknowledge they are a true and accurate record of the meeting on the 19 May 2021.

Name: Colin Frew Signed  Date _____

Name: Kathleen Garrett Signed  Date 21/07/2021