### MINUTES

<table>
<thead>
<tr>
<th>Item</th>
<th>What</th>
<th>Business</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Welcome</td>
<td>Welcome to all parents &amp; friends.</td>
<td><em>If this is your first meeting, you are not permitted to vote, however, you are eligible at the next General Meeting. Please make sure you complete a membership form and return it to the secretary before the end of this meeting.</em></td>
</tr>
<tr>
<td>2</td>
<td>Apologies</td>
<td>Tina Nenadic, Peter Baker, Paula Baker, Sue Horkings, Susan Burns, Sasha A’Bell, James Grace, David McCullough</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Confirmation of minutes</td>
<td>Confirmation of last General Meeting Minutes held <em>Wednesday 19th November, 2014</em></td>
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<tr>
<td></td>
<td><strong>Proposed Motion</strong></td>
<td>Confirm and accept the minutes of the previous General Meeting – <em>Wednesday 19th November, 2014.</em> Proposed: Greg Young Seconded: Gaia Pieper <strong>PASSED</strong></td>
<td></td>
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</table>
| 4    | Business arising from previous General Meeting. | • $100,000 gift from P&C to Varsity Junior School Campus for landscaping. What is the progress? Shirley said a big THANK YOU. There have currently been 2 quotes and a third coming on Thursday. We have quite a few ideas including a new interactive playground next to the JLC and an area set up similar to a NFL field. If everything goes to plan, construction will take place over the 2 week break at Easter. It was suggested that a sign be included mentioning that the P&C donated.  
  • Yasmin Smith has been appointed the new P&C Coordinator.  
  • Varsity Christmas Fest was cancelled due to the weather.  
  • Any word from the Grant for AV Equipment? We are still waiting to hear from the Grant organisation. Due to the swap over of the co-ordinator position, emails and accounts have gone missing. Yasmin is chasing this up.  
  • Senior and junior music nights were a huge success and teachers should be commended for their amazing effort throughout the year. It was a little disappointing that some families chose to leave before the final performances in the last concert, which meant that those performers didn’t have an audience other than their own families. Suggestion to music staff that maybe awards could be left until the end of the night to encourage families to stay for the whole event. | **Proposed Motion** Confirm and accept the Business Arising from the previous General Meeting Proposed: Gaia Pieper Seconded: Cameron Markham **PASSED** |
| 5    | Correspondence received since the previous general meeting - | Inward (as listed) | • New membership requests (see item 13) It was mentioned that the new members must be physically present to be accepted as a member.  
  • Various fundraising catalogues for Mother’s Day  
  • Marsh Advantage Insurance – Market Stall policy cancelled as not required this year.  
  • ATO – BAS refund advice  
  • Australia Post – PO Box renewal due next month. Opportunity to provide suggestion to improve their customer service.  
  • CBA – advice on banking commission received for period 1 Oct 2014 – 31 Dec 2014 |

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*Everybody’s voice is equal*

Meeting to be opened at 6.30pm & Chaired by Louise Pieper, President  
Minutes taken by Jo Byrnes, Secretary
### Proposed Motion

#### The P & C accept all correspondence.

**Proposed:** Greg Young  **Seconded:** Cameron Markham  **PASSED**

#### Business arising from correspondence

- Jo Byrnes – Athletes Foot vouchers $950 – open discussion. Many suggestions were discussed likes prizes for sports carnivals etc. Steve McLuckie suggested that he could organise the vouchers to be given to struggling families.
- It was discussed that we should acknowledge Athletes Foot and Rebel Sport for their ongoing support of the school, and that the commission given to the school if a parent says they are from Varsity be made widely known to parents. The school cannot be seen to favour a company, but the P&C might be able to make these recommendations.
- Mother’s Day order to be confirmed and ordered by end Feb. Emma and Bec have done the ordering in the past, so will help Yasmin make the order with correct volume levels.
- Invoice from Gibson & Associates ($396) to be paid by EFT by Treasurer as P&C Coordinator does not have access to online banking as yet. This invoice is 2 weeks overdue.

#### Tabled Executive Committee’s Decisions

The executive Committee met last Wednesday 11th February and with the new appointment of Yasmin Smith, supplies (folders, external hard drive, laminating machine and pouches etc.) were needed for her to be able to collate and organise the up and coming AGM. It was agreed to have a budget of $250 for Yasmin to make the purchases.


Balances as at: 18th February, 2015

<table>
<thead>
<tr>
<th>Bank</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bendigo Bank</td>
<td>$66,731.99</td>
</tr>
<tr>
<td>General Account</td>
<td>$55,001.93</td>
</tr>
<tr>
<td>Events Fundraising</td>
<td>$4,656.55</td>
</tr>
<tr>
<td>Fete</td>
<td>$78.99</td>
</tr>
<tr>
<td>Rowing</td>
<td>$6,994.52</td>
</tr>
<tr>
<td>Commonwealth Bank</td>
<td>$1,394.71</td>
</tr>
</tbody>
</table>

The Audit booked in for 2 Feb 2015, is still in progress. Commencement was delayed until the new P&C Coordinator had access to MYOB and was able to finalise unreconciled transactions from end of 2014.

**Proposed Motion**

**The P & C accept the Treasurers Report**

No report provided: On Notice – carried over to next meeting

#### Subcommittee Report & Financial Statement and any business arising from Treasurers Report

Rowing Subcommittee report  

Attached. An update regarding the $150 approved at the last meeting for the purchase of items for an Open Day. The coach decided that he would like an open
### Varsity College P&C Association
General Meeting Minutes
Wednesday 18th February, 2015

"Everybody’s voice is equal"

| & Financial Statement. | day within the first term, so have held over the money until then.  
Fundraising Subcommittee | No new fundraising events since last meeting. New Calendar of Events to be discussed by the President to lock in disco dates and themes.  
Emma Stawicki has decided to not take the leading role in the Fundraising committee next term. Both Emma and Bec are happy to help out when required. We are looking for some great people to help run the committee. |
| Proposed Motion | The P & C accept the tabled financials of the Rowing Committee.  
Proposed: Cameron Markham Seconded: Gaia Pieper PASSED |
| 10 | Other Reports | Executive Principal | As a first address to the P&C, Steve McLuckie talked about the future for Varsity and how he sees some great and positive improvements will make sure the school one of the best in Australia. There are approx. 3100 students across both campuses and is the largest in QLD. With the change to the new government, there will be some unsure times and will be interesting for all. Moto – “Going from Good to Great to Exceptional” He will implement the 21st Century Teaching and Learning protocol within the school community. A weekly newsletter will be distributed across all mediums to parents. There will be a Varsity Smart Phone App developed, among other exciting changes. |
| | | P – 6 Director | Shirley Hadwen – Currently there is 1482 enrolled and is the largest primary school in Australia. We were lucky to not have to add or lose any classes due to overcrowding or low numbers. We have a Large Chinese Immersion class that has moved into a large classroom in the LENSE Building headed up by Peta Johnston Shirley invites us to have our next meeting in the JLC – Invitation accepted! |
| | | 7 – 12 Director | Stephen O’Brien – 1600 Secondary school students enrolled. Due to the year 6’s in 2014 already accustomed to the senior campus, all year 7’s have settled into their year exceptionally well. With the GIPSA (Greater Independent Public School Alliance), all sorts of sporting events will be introduced with the 4 IPS schools on the coast. "Many extra-curricular activities have already commenced for the year - Musical, Rugby, Futsal, Kokoda, Debating just to name a few." Last years OP results were outstanding and stack up to the best private schools on the coast: OP1 – 2 students OP1-5 27% OP1-10 76% |
12 General Business

- Shirley Hadwen – Proposed changes to Bell times on the Junior Campus. Information attached.

- Stephen O’Brien - Uniform update (as per August meeting). Steve McLuckie will present the new design for uniforms at the next meeting. Main changes will be the girls’ skirts. Like the girls, boys will have to wear a tie in the senior school. Blazers will be compulsory in Senior with a new design for the girls with a more shaped appearance. They are looking at introducing a discounted rate for the roll out in 2016.

- Sharon Fong – Photos of our cultural and sports groups. She feels this is sorely missed throughout the history of the school. Steve McLuckie mentioned that there seems to be no cultural and historical photos around the schools. He is going back through old photos to find past principals, captains to display in both campuses. Photos could be considered and would be probably organised in Term 3. Steve McLuckie has implemented a Marketing team in the school which will organise things like this.


- Louise Pieper - Upcoming AGM Wednesday 18 March 2015. Executive roles to be filled as well as subcommittees. At the AGM, we will lose our Treasurer (David’s children now at a new school), Peter and Andrew (VP’s). Louise mentioned that we are looking for new exec members and attached a brief description of the roles and what is required. Louise suggested that a member from the Rowing, Fete and Fundraising committee’s be a VP so that each group can work cohesively. Please consider a position yourself, or if you know someone who may be a great suggestion, please let us know.

- Louise Pieper - Proposed time change to general meetings. A motion will be put forward at the AGM to consider starting our meetings at 7pm. There were a few who thought it wouldn’t be great as it would make the closing time of the meetings later, and may not serve the purpose of allowing families to come because it was a little later. We will organise a survey at the AGM when members arrive to fill in their preference.

- Louise Pieper – Friends of Arts subcommittee. There has been discussion about organising a separate committee for the music, dance and art departments. This would allow this group to fund raise for specific needs of the arts. Suggested ideas would be working in conjunction with the Senior Arts Night to make it a larger event. And the possibility of a ‘Ball’ type event where we have entertainment (IE: professional band) and allow teachers to have guest appearances. Families and staff could purchase a table where there would be auctions. Another possibility would be a Quiz night. A proposal will be presented at the next meeting if it is to go forward.

- Louise Pieper – P&C newsletter, once per term. We will organise a quarterly newsletter with important dates to be distributed to families and staff. We will also work closely with the school with integrating the school calendar and P&C calendar.
Gaia works for a company called ‘The Fundraising Group’ who organises fun runs and healthy style fundraising events. A flyer was distributed outlining the events and how they can work for the school. Shirley Hadwen said she would look this over and make sure it will work for the school. Concerns were the logistics of the collection of money as we are a large school. Gaia will check into the information on how it worked in a large school.

Disco Dates have been set down by the school for the 10th June and 25th November. Themes need to be discussed as there were concerns on the theme of the Spooktacular Disco coinciding with the ‘Day for Daniel’.

A question was raised from Greg as to why we cannot use the Varsity EQ email address to send from. We receive emails to this address, which are forwarded to the Secretary and soon to be Yasmin. The exec committee cannot use this address as they are not EQ employees, but enquiries will be made as to whether Yasmin can have access.

Applications for membership and recording of new members

<table>
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<tr>
<th>Propose Motion</th>
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<tbody>
<tr>
<td>The P&amp;C accepts all new members</td>
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<tr>
<td>Proposed: Gaia Pieper Seconded: Andrew Hassells PASSED</td>
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</tbody>
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Meeting closed at: 8.36pm
The next General Meeting will be held at 6.30pm Wednesday 18 March 2015.
The next AGM Meeting will be held immediately after the general meeting on Wednesday 18 March 2015.

These are the official minutes and I, as President, acknowledge they are a true and accurate record of the meeting in the 18th February, 2015. I further acknowledge that this has been voted on by members at the 18th February, 2015.

Signed_________________________________________(President) Date________________________