

GSLC P & F MEETING MINUTES

DATE: WEDNESDAY 08/03/2017

TIME: 6.30 PM

LOCATION: LIBRARY

CHAIR: LUCINDA MORLEY

MINUTE TAKER: LOUISE NEVETT

TIME OPENED: **6.30 PM**

PRESENT: Mr Dyer, Mr Lambert, Lucinda Morley, Louise Nevett, Hayley Gee,
Karen Von Homeyer, Deborah Hamilton, Alison Girt,
Renee Allen, Tara Clark, Ian Suter, Nicola Heppell

APOLOGIES: Nil

OPENING: Nomination and voting in of 2017 P & F Executive.

President: Lucinda Morley

Nominated By: Renee Allen

Seconded By: Karen Von Homeyer

Secretary : Louise Nevett

Nominated By: Nicola Heppell

Seconded By: Renee Allen

Treasurer: Ian Suter

Nominated By: Tara Clark

Seconded By: Louise Nevett

WELCOME & INTRODUCTION OF NEW COMMITTEE MEMBERS:

Performed by Mr Dyer

FINANCIAL STATEMENT:

PRESENTED BY: Ian Suter

Discussion: The current financial position of the P & F was discussed. There was also a discussion of ways to improve communication with parents to promote more transparency. It was decided to publish the financial statement on the school website.

The success of last year's fund raising events, including the Shepherds Fair and Gala Ball.

Mr Dyer also noted that the broken fan for the gym had been repaired by the supplier, so there was no cost to the school for the repair.

P & F COMMITTEE CONTACT DETAILS:

PRESENTED BY: Lucinda Morley

Discussion: There is a large number of people on the email contact list for distribution of P & F emails. It was agreed that an email would be sent to ensure every person on the contact list wanted to continue participating with the P & F Committee.

TO BE ACTIONED BY: Lucinda Morley

THE 2016 P & F WISHLIST:

PRESENTED BY: Lucinda Morley

Discussion: The Wish list from last year will be posted on the school website for viewing.

The new Wish List for 2017 will be completed by the start of Term 2. The wish list is open for anyone to make a recommendation, including staff, parents and students.

An item will be put on the P & F webpage explaining the wish list process and criteria.

TO BE ACTIONED BY: Anthony Dyer and Karen Von Homeyer

GRANTS:

PRESENTED BY: Deborah Hamilton

Discussion: Deborah has been researching what grants are available to the school from community and other outside sources to try and generate revenue for the school. For example, a shade sail from SunSmart and the Cancer Council. No grants are currently available, but Deborah will continue in her research on this.

MOTHERS DAY STALL:

PRESENTED BY: Nicola Heppell and Lucinda Morley

Discussion: Issues with last year's Mothers Day Stall including man power required to wrap all the gifts, and the volume of gifts that were left over.

This year's plan includes having pre-ordering the gifts, and having the children choose their own gifts. Single price point of \$10 for each item.

Lucinda will order direct from a wholesale supplier. Nicola to email previous stall's quantities.

TO BE ACTIONED BY: Lucinda Morley

THE SHEPHERDS FAIR:

PRESENTED BY: Karen Von Homeyer

Discussion: The organising of the rides is already underway. There will be some different ones this year- dodgem cars. Will be ensuring the proper safety checks are completed.

There will be a farm stall, and vintage clothing stall again this year.

There will be some restructuring of some of the sponsorships.

Last year's price increase on the raffle tickets is under review.

Lucinda and Karen have been able to get volunteers to act as class representatives for every class except Year 6. These people will act as a liaison between the parents and the P & F, to assist with organising the fair and other fundraising activities. We will encourage open communication, and be open to other people's ideas.

Factors that affected last year's fair included the wet weather, which impacted the takings from the rides. It was also discussed that the area of the silent auction was too busy, and we need to be mindful of the people donating goods and services.

2ND HAND UNIFORMS:

PRESENTD BY: Lucinda Morley

Discussion: There has been some discussion regarding sales of 2nd hand uniforms, as a number of second hand uniforms have been donated and need to be dealt with. Sandy has offered to put tubs outside the uniform shop, and she will sort the clothes that have been donated. The clothing that is in good condition will be sold, and the possibility of sending the poor condition clothing overseas. There is already quite a lot of clothing being stored in the store room.

Another option is sending old clothing to be recycled. Alison has a contact who is able to recycle old uniforms no matter the condition.

A second hand uniform stall has been run in the past. Mr Lambert raised the idea of having the Year 5 ambassadors organise and run a stall this year, and donate the funds to charity. Mr Lambert put forward the idea of running the stall on the same day as the Easter Festival (Friday March 31st) where there will be a lot of parents attending.

TO BE ACTIONED BY: Mr Lambert and Lucinda Morley

CLASS REPRESENTATIVES:

PRESENTED BY: Lucinda Morley

Discussion: Lucinda and Karen will organise a meeting with the class representatives to get ideas and strategies together.

TO BE ACTIONED BY: Lucinda Morley and Karen Von Homeyer

P & F FACEBOOK PAGE:

PRESENTED BY: Lucinda Morley

Discussion: The committee discussed the use of the page to communicate with the school community. It was felt that the page P & F page was not being utilised.

It was decided to keep all Facebook pages separate, For example, the main GSLC page, the GSLC Gala Ball, GSLC Fair, and P & F. The main school Facebook page can then share items from the other pages as required

THE GALA BALL:

PRESENTED BY: Nicola Heppell and Alison Girt

Discussion: An overview of the success of the ball was discussed. The silent auction had been very successful with raising funds. Total funds raised approx \$12, 000

Issues raised included the time of year of the ball, with the end of the year being very busy with lots of activities. It had also been the night after the teacher end of year function, so not many staff attended.

Nicola and Alison will not be available to organise the ball again this year.

Lucinda called for people to volunteer to organise a ball this year. No volunteers, so this will be discussed at a later meeting.

CHRISTMAS CONCERT 2017:

PRESENTED BY: Lucinda Morley

Discussion: Lucinda put forward the idea of expanding the Christmas Concert this year, to include market stalls and pop up food stalls. This idea is under consideration and this will be discussed again at a later meeting.

DISCO:

PRESENTED BY: Renee Allen

Discussion: The disco will be held on Friday 19th May 2017.

The disco will take on the same format as previous years, with the younger grades disco early in the afternoon and the older grades to follow in a later time slot.

Healthier food options to be supplied to the children.

Tara requested that the committee ensures that no toys provided at the disco contain button batteries.

MEETING CLOSED 7.40PM

NEXT MEETING SCHEDULED WEDNESDAY 19th ARIL 2017.