

General Meeting  
MINUTES OF MEETING  
6:30 PM Monday, 1 August 2022  
MHSS Old Hall

### 1. Meeting Open

Meeting Opened By Amy Swalwell at 6:28 PM

We acknowledged the Gubbi-Gubbi people, Traditional Custodians of the land on which we meet and and pay our respects to their Elders past, present and emerging.

### 2. Attendance & Apologies

#### Attended

Amy Swalwell  
Clarice Olckers  
Guy Kelly  
Louise French  
Megan Faulkner  
Melinda White  
Radhika Reddy  
Rashi Srivastava  
Rebecca Valentine  
Rod Netterfield  
Shauna Nugent  
Tanya Georganos  
Tracy Egan  
Yanti Weaire

#### Apologies

Alanna Ivory  
Ellaine Warner  
Jayne Clark  
Jodie Shipway  
Kathy Millar  
Leonie Plata  
Lizzette Pena  
Martin Winney  
Michelle Angayan  
Raffaella Piovesan

### 3. Confirmation of the minutes of the previous general meeting

#### Motions

The minutes of the meeting held on 11 Jul 2022 were a true and accurate record.

**Status:** Carried    **Mover:** Clarice Olckers    **Second:** Guy Kelly

#### Attachments

[2022-07-11 Minutes - General Meeting](#)

### 4. Business arising from the minutes of the previous general meeting

Additional Business discussed: Bank charges that were found in the audit were not from BOQ as per Michelle Angayan's conversation with BOQ Liason. It was suggested that these charges were from Flexischools and/or Square.

### 5. Correspondence - inward and outward

162 Messages Received

- Bank, Xero and Square Emails
- Promotion Spam
- Invoices from Father's Day Stocks
- Volunteer Emails
- Catering Emails
- Audits 2019-2021
- Tax Receipt donation letter in case of Sponsors needing it.
- Updated Roll Class of School for both Father's Day and Colour Run preparation.
- Job Keeper showed incorrect income.
- Steven Miles donation email.

## 6. Table Executive Committee's decisions (if any)

None.

## 7. Treasurer's report and financial statement

Treasurer thanks canteen and cafe staff who have been working hard to itemise everything, so we have a clearer understanding of incoming and outgoing expenses.

July Report: \$4000 profit.

### Motions

To Accept Treasurer's Report to be true and correct.

**Status:** Carried    **Mover:** Radhika Reddy    **Secunder:** Yanti Weaire

## 8. Mango Munchies and Sole Cafe Report

- Good uptake of volunteer with a few Year 5s, Year 6s coming to help.
- Finances will be reviewed at the end of five weeks in Term 3.
- If canteen finds themselves short staffed, let school know and they can put out a call for volunteers on FB for a few hours.
- Slush puppies sales have ceased.
- Flexi Schools: MHSS is one of the top 10 schools in QLD in sales; done over 15000 orders in six months (MHSS @ #5)
- Investigating moving from Flexischools to QKR due to # of complains about Flexischools fees. When talking to QKR we will make note of our position with sales while using Flexischools to put us in a good position to negotiate.

### Motions

Accept Mango Munchies and Sole Cafe Report to be true and correct.

**Status:** Carried    **Mover:** Rebecca Valentine    **Secunder:** Shauna Nugent

## 9. Fundraising Report

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## 1. Volunteer Session

- Hosted a volunteer session 13/07 morning; 42 parents signed up to assist at events (Wandani Art Fest, Colour Explosions, Father's Day Stall, Tea Towels, Tuckshop, Sponsorships)
- Canteen assistance - pastry chef interested in helping
- Sponsorship donations incoming
- This was shared in social media networking page for P&C QLD; 60 schools enquiring for further information - Shared the MHSS P&C Powerpoint for volunteers.

## 2. Father's Day Update

- Current Stock - 2708; need to order 300+ more. Smaller items in current stock will be put together to make \$4/\$5 packs. Have ordered puzzles, socks, travel mugs, spices for bbq rub. Plenty of ideas put forward from volunteers.
- Timeline for the event has been sent out.
- Some parents taking home mugs to pack with chocolates (5chocs in each mug); more to pack later which can be taken home; cooking the sweet items (brigadeiros) = 2 volunteers to make.

## 3. Tea Towel's Fundraising Update

- Due by Friday 5/8/22. Current order is at 583 which is lower than expected.

### Motions

[Accept Fundraising Report to be true and correct](#)

**Status:** Carried    **Mover:** Amy Swalwell    **Seconder:** Tracy Egan

## 10. Principal's Report

### Motions

[Accept Principal's Report to be true and correct](#)

**Status:** Carried    **Mover:** Tracy Egan    **Seconder:** Shauna Nugent

## 11. General Business

### 1. Term 4 Health Unit on personal safety - Daniel Morcombe and Catching on early sexuality unit (TEagn)

- Can cause concern w/ caregivers; MHSS publish exactly what will be taught; allows parents to look closely at info and make decisions to allow or opt out.
- Option to withdraw for whole program or for some lessons.
- Consent form will be sent out before lessons to proceed; Very few parents opt out.
- Program has not changed for past years due to positive feedback = right balance of professional advice and parent input
- Ditto Show for Preps and Year 1s from Bravehearts;
- PCYC do cyber safety courses for children and families (through police); although separate to health program.

- School seek P&C endorsement of the program; with the understanding that we know some parents will choose to opt out.

## 2. OSHC Tender outcome (TEagan)

- PCYC would like to sincerely thank Helping Hands staff for their support during the transition.
- PCYC having some issues with their booking system but should be resolved quickly for parents to enrol their children.
- Changeover from Helping Hands to PCYC is the start of vacation care.
- With any change over, there isn't any hand over of information due to privacy reasons. Parents will have to re-enrol their children in the new service. Should be an easy shift for families once they have enrolled.
- Capacity won't be changed and remains the same.

## 3. Wearaco fabric change proposal

- For next meeting Tracy will bring a fabric sample as there is a proposal for slightly darker green, bamboo cotton mix, feedback for other schools is positive. This would be for the formal shirts, for the middle of next year once the current stock is exhausted.

## 4. Wandani Art Fest

- Year 6 will be running a sausage sizzle and a bake stall along with hampers.
- P&C can operate out of the canteen to sell other food items such as pizza, chips, and drinks. (parent connected with Pizza Hut and Dominoes that may offer some assistance.)

## 5. Coffee Machine

- Cost of the monile coffee machine is \$7000 (P&C has \$4000 in donations towards this).
- A Cart is another \$6-\$7k which will have to be purchased separately but can be done at a later stage. Some training will be required to operate the coffee machine.

## Motions

[P&C to endorse Term 4 Personal Safety Program](#)

**Status:** Carried    **Mover:** Amy Swalwell    **Second:** Yanti Weaire

[P&C to expedite purchase of Coffee Machine.](#)

School would like the purchase of the coffee machine to be done soon in time for events planned in Term 3.

**Status:** Carried    **Mover:** Tracy Egan    **Second:** Rebecca Valentine

## 12. Applications for membership

4 new non-members attended the meeting but Secretary is absent. Will bring membership forms next meeting for any non-members.

non-members attended: Kylie Vaughn, Fiona Micallef, Vanessa Southern, Alysa Marsh

## 13. Meeting Close

Last modified: 11/09/2022 11:33 AM

Meeting closed at 7:25 PM

[Next Meeting](#)

**General Meeting**

6:30 PM, Monday, 12 September 2022

MHSS Studio

[Actions Summary](#)

#	Title	Assigned To	Due Date	Completed
132	Remaining Father's Day stock	Michelle Angayan	Monday, 1 August 2022	Sunday, 11 September 2022
142	Coffee Machine funds request from Steven Miles	Jodie Shipway	Monday, 1 August 2022	Sunday, 11 September 2022