

**GLENGARRY PRIMARY SCHOOL
P&C GENERAL MEETING, TERM 2, WEEK 10
HELD ON MONDAY 2 AUGUST 2021 IN THE LIBRARY
MINUTES OF MEETING**

1. OPEN MEETING

The President declared the meeting open at 7.37pm and welcomed everyone in attendance. A quorum was present.

1. ATTENDANCE and APOLOGIES

Refer to meeting Attendance Record.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Resolution That the Minutes of the Glengarry Primary School P&C Association General Meeting held on Monday 21 June 2021 at 7.45pm be taken as read and confirmed as a true and accurate record.

Carried by Sean S and Erin C

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 P & C Day WA follow up – the day was a big success with the finger buns, balloons and celebration. Thank you to Erin for getting the 100 balloons, they looked great and have been in the school reception since. The finger buns were from Bakers Delight, they were quite big and were cut in half for the Kindy and Preprimary children. Suggestion made to perhaps cut them in half for the year 1 and year 2 as well. Sharyn baked gluten free cookies, which were greatly appreciated. Thank you to everyone who helped out.

4.2 Proposal put forward by Sharyn W to purchase a **Square Reader Device** for our P&C, the cost of this device from Officeworks or JB HI-FI is \$59.00.

This is what the device looks like



The Square Reader Device would enable us to accept card payments at various functions as we move into a cashless society.

This could possibly allow us to boost our fundraising sales by having a card paying facility.

Every event is different, and we would not need a card processing device at every single fundraiser but having it available would be a wonderful addition to our P&C.

Square Reader for Contactless and Chip Cards can accept tap and go cards, chip cards, Apple pay and Google pay so you can accept payments from your customers quickly and easily. The reader connects wirelessly to your smartphone or tablet via Bluetooth. There's a single low, flat fee of 1.9% per transaction (this includes major credit and debit cards including Visa, Mastercard, American Express and eftpos), with no long-term contracts or monthly recurring fees making it a simple way to accept payments.

- You can download the free Square point-of-sale app on iOS or Android, setup your account and start taking payments right away.
- Accept tap and go or chip and PIN Visa, MasterCard, American Express and eftpos card payments as well as Apple pay and Google pay.
- The reader can be connected to your compatible smartphone or tablet wirelessly via Bluetooth Low Energy.
- It uses NFC contactless technology, so users simply have to hold their cards near the device to trigger a payment.
- Chip cards can also be inserted into the reader for payment.
- Your data is kept secure thanks to the multiple levels of encryption.
- You can choose to purchase a dock separately, allowing you to easily keep your reader charged as you use it.
- It's perfect for use in all types of business environments including retailers, trade environments, cafes, mobile businesses and more.
- There are no contracts or monthly recurring fees.
- You can see deposits in your bank account as soon as the next business day.

Both Sharyn W and Sean S have researched the different options and have separately come to the same conclusion that the Square Reader is the best option for the P & C at this point in time.

4. CORRESPONDENCE

5.1 Correspondence In and Out

Resolution: That correspondence in and out be received as per attached list.

Carried by Brian S and Sean S

5. REPORTS

1. President – presented at meeting: P & C day was a success, sincere thank you to all the helpers (see detail in 4.1)
2. Vice President – none provided

3. Treasurer – provided with reports
4. Secondhand Uniform Coordinator – none provided
5. Communications and Class Rep Co-Ordinator – none provided
6. Book Club – none provided
7. Fundraising Committee – sent in and read out at meeting by president

The Father's Day stall is on track. The products have been delivered and are stored in the store room next to the canteen. Belinda Sanders and Michelle Tanner are organising it again.

I haven't heard back from Amanda re a BBQ for the sports carnival. I will contact her again this week. Did we say we have the cake stall and coffee van on top of the BBQ or if it doesn't work out? Room 1,2,3,4 would be scheduled to supply the cake stall. **(response to question: yes we will have the cake stall and the coffee van as well as the BBQ)**

Movie Night: Prices for tickets depend on time and movie... they start at \$10 and we can sell to our parents for whatever price we want. To get a private screening we have to sell at least 115 seats... if we don't get there the session will be opened up to the public. I was thinking of a date during the last 2 weeks of term... it depends what movie. Could you have a short discussion who we want to target (mums night out, couples date night, evening with friends). Erin Carver talked to the Whitfords Brewery where we could reserve a space for drinks after the movie. Additional funds could be raised with a raffle etc. **(response to question: have the movie invitation open to all parents)**

The carols by candlelight event has been discussed with Jan Ruscoe (and Peter) and the date is set for Fri 3 Dec 2021 5-7pm. Katy Keddie from Luxe Events will be assisting us this year and there is a planning committee in place. Erin Carver will be coordinator this time.

8. HOPE group – none provided
9. School Banking – none provided
10. Safety House – none provided
11. Year 6 Fundraising Group – none provided
12. Grants Committee – none provided (coordinator to be appointed)
13. Running Club – presented at meeting: the weather has impacted attendance and ability to hold running club over the past few months. Intending on promoting the group in the coming weeks to increase numbers again as the weather improves.
14. Canteen – none provided
15. Principal's Report – presented at meeting and provided with reports

Resolution: That the above reports be adopted, where provided.

Carried by Michelle T and Brian S

7. GENERAL BUSINESS

- 7.1 Containers for change –Sally C to get more information about how many collection bins will be needed, will they be able to be secured and where in the HOPE area will they be positioned.

8. APPROVAL OF COMMITTEE REQUESTS

- 8.1 Request to get a Square Reader Device for the P & C as detailed above in 4.2

Carried - All in favour

- 8.2 Approval sought from the Fundraising Committee to hold fundraising movie night on 16th September

Carried - All in favour

- 8.3 Approval to purchase x 5 new hats in small and medium sizes at the 2nd hand uniform shop

Carried - All in favour

9. LATE ITEMS

- 9.1 Olga re Uniform Shop Hats – Previously the 2nd hand uniform shop stocked some new hats for emergency supplies. It is useful particularly for the younger children. Discussion about getting some more.

- 9.2 Peter M added that the installation of the Preprimary shade sails is progressing in September, the P & C is funding one of these sails.

10. NEXT MEETING

The next general meeting will be held on Tuesday 7th September 2021 at 7.30pm in the school library.

11. CLOSURE

The meeting closed at 8.08pm.

Signed as a true and accurate record of meeting

President – Melissa Sinfield

Date