





Bletchley Park Primary School P&C Association Inc
Minutes of the General Meeting
Monday 27th May 2019 Bletchley Park School staffroom

Opened: 7:00pm

Present: Sen Ooi, Neelu Maharjan, Renae Ritchie, Sonya Wright, Jacqui Watts, Paula Kontor, Kylie McKivett, Erin Richardson, Vanessa Woodington, Robyn Menzies-Moore, Jenny Gay, Sue Bachman (Proxy for Bea Bouska), Darren Warwick, Vicky Warwick.

Apologies: Teresa Kennedy, Bea Bouska, Vanessa Magee

No.	Item	Description	Action
1	Welcome		
1		Darren Warwick welcomed everyone to the meeting.	
2	Confirmation of previous meeting minutes		
	Distributed to all members	That the minutes of the General Meeting of Bletchley Park PC held on the 8 th April 2019 be taken as read and confirmed as a true and accurate record. Accepted: Jenny Gay Seconded: Paula Kontor	 P & C Minutes 08042019.pdf Carried
3	Business arising from previous minutes		
(4.1)	ToR Fundraising	Vicky Warwick had sent out for final review. Accepted: Paula Kontor Seconded: Jacqui Watts	V Warwick
(4.3)	ToR Statement of duties uniform	Renae Ritchie to complete	R Ritchie
(5.2)	ToR Health and Wellbeing	Vanessa Magee to complete	V Magee
(5.2)	Financial Statement	Requires completion	K McKivett
(7.2)	Armistice Grant	All completed	Closed
(10.2)	Coffee Vans	No feedback available	V Magee
(10.3)	QKR	Not really an option for the events that we hold. Quite a bit of work in setting it up for our requirements	Closed
(7.1)	Quote for PA System	Not yet received	B Bouska
(8.1)	P & C T Shirts	Sen Ooi will keep looking. A few options discussed. Average cost around \$20 - \$25 per shirt	S Ooi
4	Correspondence In/Out		
	In	WACCSO: Information Re state elections Bank West: Business Zero Transaction Account Statement 100061-5 06/04/2019-06/05/2019	

No.	Item	Description	Action
		Bank West: Business Zero Transaction Account Statement 100061-5 07/03/2019-05/04/2019 Bank West: Business Zero Transaction Account Statement 100062-3 06/04/2019-06/05/2019 Bank West: Business Zero Transaction Account Statement 100062-3 07/03/2019-05/04/2019 West Australian: Fundraising information Felton Industries: Advertising information WACSSO: Tax Invoice \$1399.61 Dept of Education: Education awards information Willeton Uniforms: Tax Invoice \$799	
	Out	Nil	
5	Treasurers Report		
	General account	Tabled summaries of the general account for May. All in favour Sonya Wright put forward a motion “requesting to pay the WACSSO invoice of \$1399.61” Accepted: Renae Ritchie Seconded: Jacqui Watts Motion carried	Carried  Treasurer Report May 2019.pdf Carried
5.1	Debit card purchase	Sonya Wright is starting the process	Carried
6	Other reports		
6.1	President	WACSSO conference will be held 17-18 August at Crown Perth. We get one free registration and registrations close 19/08/2019. Please let Darren know if you would like to attend	All
6.1.1	Fathering project	Darren will meet with Steve Rushforth on Thursday 30/05/2019 and hopefully set up the first meeting event in the near future	D Warwick
6.1.2	Purpose Statement	A draft has been sent out. Any ideas or suggestions please forward to Vicky Warwick	All  Bletchly Park Mission Statement Draft 1.do
6.2	Principal	No report	
6.3	Fundraising	Paula Kontor put forward a motion “requesting a cheque to the value of \$500 for the float for the school disco” Accepted: Jacqui Watts Seconded: Sen Ooi	 Fundraising report May 2019.pdf

No.	Item	Description	Action
		Motion carried	Carried
6.4	School Banking	Requires more helpers so it can continue Also need someone to take over from Neelu as this is her last year. Lots of ideas discussed	
6.5	School Board	No meeting held	
7	General Business		
7.1	Runners club shirts	Clint McNerney has requested funding for 70 custom sublimated runners club singlets at a cost of \$2397.50 inclusive of GST. Following much discussion the P & C will pay the cost if it is guaranteed that the runners shirts are returned to the school after each event as they will be the property of the school All in favour to pay \$2397.50 inclusive of GST if the above guaranteed	Bea Bouska
8	Other Business		
8.1	Colour fun Run	Renae Ritchie put forward a proposal to hold a colour fun run at the school. It would raise funds for the P & C and she would undertake all the organising It would be for all the 4-6 yr age group and we would get all the equipment we require for free. The concept needs to be authorised by Bea Bouska. Renae will contact Bea to discuss	Renae Ritchie
9	Date of next meeting		
		Monday 24 th June 2019 General Meeting Bletchley Park School Staffroom 7.00pm	
10	Closure		
		Meeting closed 19.46	