



**Minutes of the Meeting of
Gowrie State School Parents and Citizens Association
Held in the Community Hub,
On Tuesday June 11th at 7pm**

Chair: Sarah Smith

Opened: 7.00pm

Attendance: Sarah Smith, Anthony Hopkinson, Carla Kiely, Casey Earixson, Katie Winton, Amy Evans, Lars de Gier, Kim Clapham, Crystal Collins

Apologies: Marc Guitart Garcia, Agnes Roma, Julian White, Leonard Knight, Scott Lill, Rachael Apps

Guests: Holly Knight, Ashleigh Herbert

1. **Welcome and Apologies**
2. **Minutes of the Previous Meeting & Special Meeting**

Motion 1: *That the Minutes of the Meeting of May 14th be accepted as a true and accurate record, that has been tabled.*

Moved: Casey Earixson

Seconded: Amy Evans

Carried

3. **Business Arising from the Minutes - Further Details on Action List**

a) **Large Fans / Hub Quotes**

QBuild have given a quote for installing 2 Big Ass Fans \$39,307.00 (ex GST)

QBuild have given a quote for Installing Concrete, floor, roof & cleaners sink at the Community Hub for \$29,888.50 (ex GST)

A question asked is, what is the running costs of the fans and warranties? Lars assured the committee that once the fans are installed on EdQld property, those things are looked after by the school.

Given the current bank balances in both the OSHC and P&C Accounts and the slow timeframe of QBuild projects, the committee agreed it would be wise to move forward as soon as possible.

Motion 2: *That we will accept the quote for the Hub extension and that the funds will come out of the OSHC account.*

Moved: Carla Kiely

Seconded: Anthony Hopkinson

Carried

Motion 3: *That we will accept the quote for the fans with the funds coming out of the P&C account but also that a proportion could come from the OSHC account if needed in order to keep an operational amount of 10k in the P&C account.*

Moved: Anthony Hopkinson

Seconded: Amy Evans

Carried

ACTION: Sarah email Lars with official request to accept quotes through QBuild

a) **Soccer Netting Update**

A number of companies were contacted. Many said that they could not do custom netting.

The closest pre-made nets Haverford suggested would be a 3x2m futsal box net for \$48.00 each (\$22.08 delivery for 1 net / \$60.63 delivery for 6 nets).

Oxley Nets can do custom nets for our existing frames. \$250 per pair + \$200 delivery fee.

The other alternative is to upgrade to standard sized aluminium frames with wheels. A quote from Hart Sport was \$1795.00 per frame + \$399.00 for deliver (per frame).

The committee agreed that getting custom netting would be ideal. A formal quote would be appreciated with full details of net quality, warranty and attachment details.

Ashleigh mentioned that the student council are going to do a Colour Run at the end of the year to fundraise for a specific project and would be very interested in contributing to soccer netting.

ACTION: Sarah to email Oxley Nets for an official quote, UV, warranty and attachment details

b) Hall Line Marking Update

Tanya heard back from DD Court Construction (spoken with Phil), and they have given us an estimate cost of \$2,400 (ex GST), to do the Basketball and Netball lines. He also mentioned that they sometimes they help schools out by donating some of the time and costs involved to decrease the final cost for the school. Her feeling is this estimate is very much discounted already. The cost for Basketball only, would be \$1200 (ex GST). Tanya has said if we could get both lines done, we may be able to run a Netball gala day with the Touch Football gala day next term. The question is should this be an Education QLD funded project?

Lars felt that this could easily be a school paid project. Also it was noted that any existing indoor netball poles are from the old hall and can't be fitted into the current hall.

ACTION: Sarah to Email Tanya with advice to approach the school for funding

b) Sports Carnival Tuckshop - Reschedule

Parents were understanding of the situation. Re-open for new orders in Term 3

ACTION: Casey & Julian to work out a date for Rescheduled Sports Carnival tuckshop and advertise

c) Gowrie is Great Day Budget (Thursday 20th June)

Leonard has checked and each term is allocated \$250 donation to Gowrie is Great Day. There was no donation made for term 1.

d) Cancer Council Raffle

P&C Raffle raised \$505.25 which will be donated directly to Cancer Council. It appears only credit card donations can be made which would require Leonard to pay the donation and then be reimbursed.

ACTION: Leonard to follow up how to donate to Cancer Council and exact amount.

e) Carnival of Flowers Update

Susan and her team had a meeting on Saturday. They are wanting to do 14 days with split shifts on each day. Dates are September 14th-15th, 20th-23rd, 27th-30th and Oct 4th-7th. The shifts are 2 hours each, 10am-2pm and 11am-3pm. They would require 2 people for each shift. That means we would need to provide 56 people.

The difficulty is that many parents work full time and the Friday & Monday shifts are hard to fill. Also being on the school holidays makes it difficult as parents might have children at home who they can't bring to the event because of the Croquet Club's OH&S. Also the long weekend is seen as the hardest shifts to fill as many people are away. It is understood that in cutting back shifts we also cut our fundraising profits.

Ideas to present back to the Croquet Club include:

- Can year 6 children be involved with a parent present?
- Can we do more shifts on the weekend and cut either the Friday or the Monday?
- Can we cut the long weekend?

ACTION: Sarah to negotiate with Susan and relay back to the committee.

4. Correspondence - Further Details in Correspondence Register

INWARD

- Email from Containers For Change Pick up Confirmed & Collected
- Email from Tracy waiting to hear back from DD Court Construction for quote
- Email from Rachael with Interim Certificate of Insurance
- Email from TRC with remittance advice attached for ANZAC Day catering
- Email from Emma with various community contacts for OSHC to potentially utilise
- Email from P&C Qld with e-news June 2024
- Text message from Robin regarding meeting on Saturday 8th June
- Email from Sharyn with quotes for Big Ass Fans & Hub Extension
- Email from Rachael with invoice for NQAITS

OUTWARD

- Email to Darren regarding Soccer Netting
- Email to Robin at Croquet Club regarding Carnival of Flowers
- Email to Tracy re: hall line quotes

Motion 2: That the Inwards correspondence be received and Outwards be endorsed.

Moved: Casey Earlson

Seconded: Amy Evans

Carried

5. Business Arising from the Correspondence

- a) None

6. Treasurer's Report & Business Arising from Treasurer's Report - Attached for further detail

Total Balance of Cheque Account: \$48,182.97 as at 31/5/2024

- a) Mother's Day Sales - \$1120.50 (\$440.54 profit)

Motion 4: That the Treasurer's Report for May be accepted and payments as listed be endorsed.

Moved: Crystal Collins

Seconded: Katie Winton

Carried

7. Principals Report & Financials, OSHC Reports and Business Arising from the Reports.

- a) Principals Report and Financials - Attached for further detail.

- School Financial Snapshot received into documentation
- Potential of School Mascot

Motion 5: That Principals Report and Business Arising from the Reports be received and adopted.

Moved: Lars de Gier

Seconded: Crystal Collins

Carried

- b) OSHC Financials & Report - Attached for further detail

Total Balance of Bank Account: \$102,640.50 as at 31/5/2024

OSHC May Reports

- Overall Activities
 - o Updated Fee Policy
 - o OSHC dollar program has engaged children and encouraged positive choices.
- Service Improvement Projects
 - o Community Involvement is progressing with a list of ideas & contacts from Emma at TRC.
 - o Sign in Area & OSHC board
- Other
 - o Interviews for casual educators for Vacation Care are in process.
 - o Shanae goes on her last Prac in Week 9
 - o Vacation Care Program has gone out to the community
 - o Staff appraisals were completed

Motion 6: That OSHC Report and Finances and Business Arising from the Reports be received and adopted.

Moved: Casey Earixson

Seconded: Kim Clapham

Carried

8. General Business

a) Upcoming School Events

- Father's Day Stall (September) Week 8 - Thursday 29th

Crystal & Kim are willing to organise buying the products. Carla is willing to do some novelty chocolate pages which will be at the \$1/\$2 end of things. Volunteers will need to be organised for the actual running of the stall.

ACTION: Sarah/Leonard to provide a specific budget to Crystal, Kim & Carla.

b) Other

- Working Bee 27th July

A working bee had been scheduled for this Saturday but will need to be rescheduled so that we can submit a Risk Assessment and Notice of Activity to Marsh Insurance. New date is?

ACTION: Sarah to email Lars for updated risk assessment and check with Darren about availability on proposed date.

9. Applications for membership and recording of new members

Ashleigh Herbert, Holly Knight

10. Date of Next Meeting - Tuesday, July 9th 2024 at 7pm

11. Close - 8.30pm

Actions from the meeting:	Person Responsible
Email Lars with official request to accept quotes through QBuild	Sarah
Email Oxley Nets for an official quote, UV, warranty and attachment details	Sarah
Email Tanya with advice to approach the school for funding	Sarah
Work out a date for Rescheduled Sports Carnival tuckshop and advertise	Casey & Julian
Follow up how to donate to Cancer Council and exact amount.	Leonard
Negotiate with Susan about Carnival of Flowers and relay back to the committee.	Sarah
Provide a specific budget to Crystal, Kim & Carla for Father's Day	Sarah & Leonard
Email Lars for updated risk assessment and check with Darren about availability on proposed date.	Sarah

CONFIRMATION OF MINUTES

President



Treasurer

Date: 12/06/2024

Date: _____