

Braeside Primary School P&C Association
General Meeting Minutes
6th May 2025

HELD: Braeside Primary School

Meeting Opened: 6:44 pm

ATTENDANCE: Gabrielle Power, Gemma Trolove, Matthew Trolove, Asher Tussler, Kym Shephard, Cassie Townsend-Crisp, Emily Rowley, Killie Cowcill, Katrina Power, Sandy Thill

APOLOGIES: Sian Anyon, Nicole Long, Carol Power, Kristy Phillips, Michelle Berrigan, Donna Shepperton, Morgan Dezotti

ITEMS	ACTION
<p>1. Confirmation of Minutes of Previous Meeting</p> <p>1.1. Resolution: That the minutes of the previous General Meeting of Braeside Primary School P&C Association on the 4th of March 2025, be taken as read and confirmed as a true and accurate record.</p> <p>Moved: Sandy Thill Seconded: Emily Rowley CARRIED</p>	
<ul style="list-style-type: none">• Business Arising from Previous Minutes:• Rotary Group donated 2x IBC loads of wood for free – Being held for us until 2025 season at QFH – Gemma as liaison.• Katanning Show- Potential to organize the sale of show bags in 2025 as fundraising or strawberries and cream sales. – Revisit next meeting. <p>Motion request:</p> <p>Due to the recent resignation of 2024 President, Sandy Thill; Motion to remove all signatories on all bank accounts and internet banking accounts, except Gabrielle Power and Gemma Trolove. Please add Asher Tussler on all banking accounts and internet banking accounts for the purpose of viewing ONLY for Braeside Primary School Parents and Citizens:</p> <ul style="list-style-type: none">• BSB: 036153 ACCOUNT: 186074• BSB: 036153 ACCOUNT: 186082• BSB: 036609 ACCOUNT: 021244• BSB: 036153 ACCOUNT: 223373 <p>Moved: Jo Matthewson Seconded: Cassie Townsend-Crisp CARRIED Y</p> <p style="text-align: center;">MOTION APPROVED</p> <ul style="list-style-type: none">• Cross Country singlets alteration x25 – Not completed. Being returned. Follow up with Bree Jackson. – Gemma has in possession for alteration.• Request for P&C to fund the purchase of a bain-marie to use at future food-related fundraisers and in the canteen when required. REVISIT Term 2, 2025• Request for P&C to consider, discuss and potentially fund the purchase of P&C specific shirts or vests for ease of identification at future public fundraisers.	

- Morgan to check school stock. REVISIT NEXT MEETING
- Gabby to get quotes following update from Morgan.

- Request for P&C to fund the purchase of 1-2 lockable storage cupboards for use as extra storage for uniform shop.
CABINET PROVIDED. UPDATE TO COME REGARDING LOCK.
- Kerry is trying to track down the key.
- Gabby to follow up
- Library request for 2025
- Follow up with Sue Anderson. Potential to remove partition wall to re-open library space.
- RE: Library space/layout – suggested bumble bee to revamp library to create a more welcoming space.
- Morgan to discuss with Sue Andreson. Bigger plans are required to go forward. Ideas/input from Sue would be beneficial.
- Lora Flora: School Mural Opportunity -Find space & measure. Chat with Rochelle & liaise with high school art students.
- FOLLOW UP IN TERM 2

DONATION REQUEST:

Applicant: Cleaner- Zuria & Gardener- Dave

Application Date: 27/02/2025

Request for: Removal of gravel & rocks at the front of the car park/BUR building.

Amount Requested: \$200.00

Date of Event: RYAN JULIUS to send quote

Rationale: It's been there since ages. It's too hard to dig out and we just need it removed to make the area look nice & tidy.

APPROVED **(N)**

- Gabby to follow up. Revisit next meeting as the work is possibly already completed.

DONATION REQUEST:

Applicant: Rachelle Newman

Application Date: 04/04/2025

Request for: Payment to cover costs of Live Music incursion from MUSICA VIVA – "Water Rhythms"

Amount Requested: \$10.50 per child (\$1323.00)

Date of Event: 28 May 2025

Rationale: Its part of the music program! All-inclusive for all students & parents welcome for the live performance.

*Woodanilling PS joining.

APPROVED **(Y)** N

- Gabby to enquire with Rachelle Newman regarding CBH grant applied in 2024.
- \$900.00 MAX P&C funding approved.

Moved: Gemma Trolove

Seconded: Cassie Townsend-Crisp

CARRIED

2. Correspondence:

2.1. Correspondence In:

- CD Dodd: Ronald Lui
- King Scrap Metal: Rob Micklewright

<ul style="list-style-type: none"> - Louise Clarke: Mega Raffle - LW Ried: Acct Statement - Microsoft NFP - Christine Mills: Boniface - Foodbank: Term 2 order shipment confirmation - Innovative Blinds WA: Lisette Masters - Wayne Press: Report - West Coast Metals: Maria Caprez - Sandy Thill - WACSSO: Debbie Booth - Modern Teaching Aids - Sockable <p>2.2. Correspondence Out:</p> <ul style="list-style-type: none"> - Churchill Knight: Woolworths Katanning - Emily Rowley – Canva - Braeside Primary School - Christine Mills: Boniface - WACSSO <p>Moved: Asher Tussler Seconded: Katrina Power CARRIED</p>	
<p>3. Principal's Report:</p> <p>NO REPORT</p> <p>Moved: Seconded: CARRIED</p>	
<p>4. President's Report:</p> <p>Hi all, I've not got much to say, but how are we in Term 2 already!?</p> <p>Welcome to our new principal. We all look forward to working with you, to watch our school grow and shine even brighter!</p> <p>Thank you everyone for coming along tonight. Let's smash out term 2, with some fun and laughs along the way!</p> <p>Also, feel free to come in PJs and slippers to our winter meetings. Relax and keep warm!</p> <p>Moved: Gabrielle Power Seconded: Killie Cowcill CARRIED</p>	
<p>5. Treasurer's Report:</p> <p>Closing Balance as at 06/05/2025 for P&C General Meeting:</p> <ul style="list-style-type: none"> • Boniface Fund: \$440.70 • Working Account: \$7,304.94 • Uniform Account: \$5,708.02 • Reserve Account: \$17,798.45 • 2025 Year 6 Account: \$1,402.56 <p>*Reports attached at end.</p> <p>Moved: Asher Tussler Seconded: Katrina Power CARRIED</p>	

<p>6. Canteen Committees Report:</p> <ul style="list-style-type: none"> • Change required in recording attendance at breakfast club - UPDATED. • Hot lunches term 2 & 3 – Potential to fundraising toward purchase of commercial toaster. APPROVED - Emily to consult with the Executive committee regarding quotes. • Request to purchase a temperature gauge for pie warmer. P&C to fund. APPROVED • Nine dates over term 2 & 3. Includes 1x Kindy day per term. • Faction Athletics carnival- Sausage Sizzle & Bake sale. DATE CONFIRMATION REQUIRED <p>Moved: Gemma Trolove Seconded: Kym Shephard CARRIED</p>	
<p>7. Uniform Committee's Report:</p> <ul style="list-style-type: none"> • Open days for 2025 will continue to be Assembly Mondays, 2:30 – 3:00pm. • Inventory stock take to be conducted prior to first assembly/open day of term 2. – WEEK 3 • Winter/Term 2, 2025 order has been fully received and counted. • Winter Jumper pre-orders have been finalised and sent home. <p>Moved: Asher Tussler Seconded: Sandy Thill CARRIED</p>	
<p>8. Yr. 6 Camp / Graduation Committee:</p> <ul style="list-style-type: none"> • 2025 Yr6 Class Parent Representative: Sian Anyon & Killie Cowcill • Class Meeting with P&C Date: TBC • Term 4 Fundraising ideas: Icy pole Fridays to resume in Term 4, 2024 & Term 1, 2025. • Mother's Day Raffle - \$2.00 per ticket. Student selling & parents to organize a stall at Woolworth Katanning to sell tickets. • Mother's Day Stall – Organised by Killie Cowcill: All gits under \$10. • Ideas for term 2 & 3, 2025: Cheesy's, Jolly Socks and PJ Day. -Revisit next meeting <p>Moved: Sandy Thill Seconded: Gemma Trolove CARRIED</p>	
<p>9. Grant Committee Report:</p> <ul style="list-style-type: none"> • What do we want to fund? - Water Fountains for Junior Block and EY area: Gemma to provide an update at the next meeting. - Plumber & Electrician quotes required • Early Years Playground refurbishment: SAND - Sand Maintenance: Morgan to provide update - Cubby House sandpit done. Central sandpit still requires refurbishment. • Pre-Primary outdoor blinds. – Peter Squibb. Gabby to follow up. 	

<ul style="list-style-type: none"> Undercover Area Refurbishment. – Morgan to check measurements with Claire Collis P&C have requested an ongoing wish list to be provided from the school for an ongoing fundraising incentive. – Wayne & Morgan to follow up <p>Moved: Katrina Power Seconded: Asher Tussler CARRIED</p>	
<p>10. Fundraising Committee Report:</p> <ul style="list-style-type: none"> 2025 Fundraising Ideas – (Discussion floor open): <ul style="list-style-type: none"> Wood Raffle x2 – 01/06/2025 Krispy Kreme – APPROVED <ul style="list-style-type: none"> Start date? NEXT MEETING Mega Raffle – APPROVED <ul style="list-style-type: none"> -PRIZES, TICKETS, REGISTRATION Design a Brick – Gabby to create flyers. MASS advertising necessary. Deputy to send information through department email. DATE? <p>PATH TO BUS SHELTER & BUS STOP</p> <ul style="list-style-type: none"> - Revisit next meeting. Car Battery fundraiser – <ul style="list-style-type: none"> - KA Tip has offered their stockpile of car batteries to Nicole Long. ASHER TUSSLER to accept on our behalf – ASHER TO FOLLOW UP with KA TIP. - Revisit next meeting. Matthew Trolove has a contact regarding collection and storage on farm. Further update to follow. <p>Moved: Sandy Thill Seconded: Matthew Trolove CARRIED</p>	
<p>11. General Business:</p> <ul style="list-style-type: none"> Fountains: Gemma – REVISIT NEXT MEETING Ongoing funding request for 2025: LOW TOX OPTION?? Dishwashing tablets for Canteens P&C to fund throughout year. Executive committee member to purchase and be refunded by P&C. Spaghetti Toasties – CANCELLED. Gabby to discuss with Donna regarding decision. <p>Moved: Asher Tussler Seconded: Katrina Power CARRIED</p>	
<p>12. Other Business:</p> <ul style="list-style-type: none"> <u>WACSSO CONFERENCE 2025</u> – 23-24/08/2025 Attendees: Gemma Trolove, Gabrielle Power & Asher Tussler <ul style="list-style-type: none"> - Revisit when registrations open - \$860.00 cost to P&C <u>Request:</u> Kym Shephard Discussion regarding a Busy Bee to tidy garden spaces within the school. Currently no gardener. <p>Moved: Asher Tussler Seconded: Matthew Trolove CARRIED</p>	

13. Next Meeting: The next General Meeting will be held on 24/06/2025 @ 6:30pm in the Braeside PS Staff Room.	
Meeting Closed: 7:50 pm	

BRAESIDE P&C TRESURERS REPORT

AS AT 6/05/25

GEMMA TROLOVE TREASURER BRAESIDE P&C

Account totals:

General Acc: \$7,304.94
Uniform Shop: \$5708.02
Yr 6 Fundraising: \$1,402.56
Reserve: \$17,798.45

Boniface:

Our Boniface sits in the uniform account. After last meeting we had a balance of \$764.70. We have since granted \$324.00 in uniforms to families in need. Our balance now sits at \$440.70

P&C Fundraising:

No fundraising has been done since Easter raffle last term.

Yr 6 Fundraising:

After last meeting we have reconfigured 2024 Yr 6 money left over to the following:

- \$120.00 Gifted to P&C to use as 2025 Prize for BPS Contributions vouchers.
- \$300.00 to 2025 Yr 6's for serving at Graduation
- \$157.36 to be rolled over to 2025 Yr 6 account.

Current 2025 Yr 6 fundraising for camp is at \$1,402.56

Money Out:

- \$1251.88 LW Reid Invoice