

Braeside Primary School P&C Association  
 General Meeting Minutes  
 15<sup>th</sup> October 2024

**HELD:** Braeside Primary School

**Meeting Opened:** 6:38 pm

**ATTENDANCE:** Asher Tussler, Jo Matthewson, Geoffrey MacNicol, Morgan Dezotti, Kristy Phillips, Cassie Townsend-Crisp, Nicole Long, Gemma Tolove, Gabrielle Power

**APOLOGIES:** Sandy Thill, Leanne O'Donnell

ITEMS	ACTION
<p><b>1. Confirmation of Minutes of Previous Meeting</b></p> <p>1.1. Resolution: That the minutes of the previous General Meeting of Braeside Primary School P&amp;C Association on the 11<sup>th</sup> of September 2024, be taken as read and confirmed as a true and accurate record.</p> <p style="text-align: right;"><b>Moved:</b> Asher Tussler      <b>Seconded:</b> Kristy Phillips      <b>CARRIED</b></p>	
<p><b>2. Business Arising from Previous Minutes:</b></p> <ul style="list-style-type: none"> <li>• <b>Early Years Swing Frame</b> – Sandy to provide update regarding measurements and progress with Kym at next meeting.</li> <li>• <b>Braeside P&amp;C Fete</b> – DATE: Week 5, Term 4: 9/11/2024.           <ul style="list-style-type: none"> <li>- Stall Holder Registrations Close 16/10/2024.</li> <li>- P&amp;C: Splash Tank, Sausage Sizzle, drinks, fairy floss, 50/50 raffle, Voucher raffle.</li> <li>- Year 6 Graduation fundraising opportunity: Temporary Tattoos.</li> <li>- SANDY THILL to coordinate along with volunteers and staff.</li> </ul> </li> <li>• <b>Katanning Show 25/10/2024</b> –           <ul style="list-style-type: none"> <li>- Gabby/P&amp;C double stall booked to host both the Braeside PS interactive area and P&amp;C Year 6 fundraising zone.</li> </ul> </li> <li>• <b>Rotary Group approached Geoff with 2x IBC loads of wood for free – Being held for us until 2025 season.</b></li> <li>• <b>Potential to organize the sale of show bags in 2025 as fundraising.</b></li> </ul> <p style="text-align: right;"><b>Moved:</b> Asher Tussler      <b>Seconded:</b> Gabrielle Power      <b>CARRIED</b></p>	
<p><b>3. Correspondence:</b></p> <p>3.1. <b>Correspondence In:</b></p> <ul style="list-style-type: none"> <li>- Chris Mills: Boniface</li> <li>- Katanning Agricultural Show Booking</li> <li>- Claire Collis: BPS Sports Carnival Bus Hire</li> <li>- School Fun Run</li> <li>- CBH Grass Roots Funding Application: Unsuccessful</li> </ul>	

- Containers for Change newsletter
- Kerry Hartley: BPS Logo
- LW Reid account statement and feedback form
- Buzz Patch Fundraiser
- Garage Sale Trail
- Crazy Camel Art Fundraising Newsletter
- Jo Matthewson: Alan @ Katanning Toyota donation to fete

**3.2. Correspondence Out:**

- Chis Mills: Boniface request
- LW Reid: Account Reconciliation
- BPS: Logo Request
- Katanning Show
- Last Meeting Minutes

**Moved:** Gemma Trolove      **Seconded:** Gabrielle Power      **CARRIED**

**4. Principal’s Report:**

“I want to take a moment to express my gratitude for the ongoing support from the P&C throughout our school community. Your efforts for the upcoming Fete are truly impressive, and I’m optimistic that this will become a wonderful annual event for Braeside.

We’re excited to welcome Morgan to our P&C team and extend our thanks to Nerida for her contributions during her time at Braeside. We wish her all the best in her future endeavours.

I would like to remind everyone about the importance of our roles within the school. We truly value the P&C’s involvement and engagement with parents and students. However, please remember that P&C members do not have the authority to correct student behaviour or direct them. If you notice any issues that need addressing, please reach out to a teacher or visit the administration office. Additionally, once the bell rings, kindly refrain from entering classrooms, as this marks the beginning of instructional time.

I would also like to look at a suitable date for us to go out to dinner to thank you for your efforts this year. I will cover your meal; you just pay for your drinks. Date/venue?”

**Moved:** Asher Tussler      **Seconded:** Jo Matthewson      **CARRIED**

**5. President’s Report:**

“Apologies for not being there tonight, thank you Asher for filling in for me. Our p&c has had a wonderful and successful year doing many fundraisers and having fun doing them.

I’d like to thank you all for volunteering your time this year. The support of the parents and staff has been greatly appreciated.

- Request from Sandy Thill to hire tables from Katanning Ag Society for the Fete at a cost of \$5 per table. Total will be confirmed once all bookings have been received. **- APPROVED**

<ul style="list-style-type: none"> <li>- Request for the P&amp;C to purchase cotton candy and cool drinks to sell at the Fete. (If approved, can Gabby start buying/ordering asap) = <b><u>APPROVED</u></b></li> <li>- Would the P&amp;C be interested in doing mini games for fete, you win prizes, if so, I would like to request up to \$150 to purchase the prizes. = <b><u>DENIED</u></b></li> <li>- Question if not already discussed: Has the P&amp;C decided what they will be doing at the Katanning Show stall? If not I would like us to consider doing a money board. Cash prize of \$250. Numbers 00-99 \$5 a guess. This will make us \$250. Winning number is the last two numbers on one of the notes. - <b><u>DENIED</u></b></li> </ul> <p><b>Moved:</b> Asher Tussler                      <b>Seconded:</b> Gemma Trolove                      <b>CARRIED</b></p>	
<p><b>6. Treasurer’s Report:</b></p> <p>Closing Balance as at 15/10/2024 for P&amp;C General Meeting:</p> <ul style="list-style-type: none"> <li>• Boniface Fund: \$-31.30</li> <li>• Working Account: \$6,861.74</li> <li>• Uniform Account: \$3,742.66</li> <li>• Reserve Account: \$17,679.23</li> <li>• Year 6 Account: \$0.00</li> </ul> <p><b>Moved:</b> Jo Matthewson                      <b>Seconded:</b> Cassie Townsend-Crisp                      <b>CARRIED</b></p>	
<p><b>7. Canteen Committees Report:</b></p> <p>NO REPORT</p> <p><b>Moved:</b>    <b>Seconded:</b>    <b>CARRIED</b></p>	
<p><b>8. Uniform Committee’s Report:</b></p> <ul style="list-style-type: none"> <li>• Open days for term 4 will continue to be Assembly Mondays.</li> <li>• Inventory stock take to take place on 31/10/2024.</li> </ul> <p><b>Moved:</b> Gabrielle Power                      <b>Seconded:</b> Geoffrey MacNicol                      <b>CARRIED</b></p>	
<p><b>9. Yr. 6 Camp / Graduation Committee:</b></p> <ul style="list-style-type: none"> <li>• 2024 Yr6 Class Parent Representative: Kristy Phillips</li> <li>• Fundraising Ideas/plans for term 4 – - Katanning Show: Temporary Tattoos</li> <li>• Geoff to follow up on funds raised from Crazy Hair Day on last day of Term 3.</li> <li>• GRADUATION MEETING – 4/11/2024. Date and venue TBC.</li> <li>• Geoff to send a letter to Rec Centre CEO to request venue hire donation.</li> </ul>	

- Graduation ideas: Food- nibbles, BBQ, ice-cream.  
Theme: Black and gold
- CURRENT TOTAL: \$0.00

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- 2025 Yr6 Class Parent Representative: Jo Matthewson
  - Class Meeting with P&C Date: 30/10/2024 @ BPS Library  
Term 4 Fundraising ideas: Icy pole Fridays to resume in Term 4, 2024

**Moved:** Gemma Trolove      **Seconded:** Cassie Townsend-Crisp      **CARRIED**

**10. Grant Committee Report:**

- What do we want to fund?  
- Water Fountains for Junior Block and EY area: Geoff to acquire quotes.  
Gemma to provide an update at next meeting
- Current Grants: KROS, Aus Gold, Shire Community Grants, Peter Rundle.
- Early Years Playground refurbishment.
- Pre-Primary outdoor blinds.
- Undercover Area Refurbishment.
- P&C have requested an ongoing wish list to be provided from the school for an ongoing fundraising incentive.
- **REFINE IN 2025**

**Moved:** Asher Tussler      **Seconded:** Jo Matthewson      **CARRIED**

**11. Fundraising Committee Report:**

- 2024 Fundraising Ideas – (Discussion floor open):  
- Buzz Patch – Gabby to make enquiry. Executive Committee to reach the final decision.
- Design a Brick – Gabby to create flyers. MASS advertising necessary.  
Nerida to send information through department email. DATE? **TBA – Geoff to provide update at next meeting.**
- Car Battery fundraiser – Jo Williams to provide information at next meeting.  
**- KA Tip has offered their stockpile of car batteries to Nicole Long. Nicole to accept on our behalf.**
- Geoff - Selling advertising space in our school newsletter for local businesses.  
**Update for the next meeting**
- SPLASH TANK – Hire from Serena Sandwell for \$50.00: **APPROVED**

**Moved:** Gabrielle Power      **Seconded:** Asher Tussler      **CARRIED**

<p><b>12. General Business:</b></p> <ul style="list-style-type: none"> <li>• Donation Requests from BPS – Gemma and Gabby <ul style="list-style-type: none"> <li>- 2x microphones, mic stands and lights for Rachelle: <b>Geoff to send through updated quotes. PASSED</b></li> <li>- Math’s boxes: Geoff <b>PASSED &amp; CLAIRE TO SEND P&amp;C INVOICE FOR REIMBURSEMENT.</b></li> <li>- Updated PBS Signs: Received as a donation. Certificate of thanks to be provided.</li> <li>- Fountains: <b>REVISIT NEXT MEETING</b></li> </ul> </li> </ul> <p><b>Moved:</b> Kristy Phillips      <b>Seconded:</b> Jo Matthewson      <b>CARRIED</b></p>	
<p><b>13. Other Business:</b></p> <ul style="list-style-type: none"> <li>• RE: Braeside P&amp;C Fete – Garage Sale Trail dates confirmed as <b>9-10 &amp; 16-17 November.</b></li> <li>• Cross Country singlets alteration x25</li> <li>• Request for P&amp;C to fund a Braeside P&amp;C specific banner or custom printed fitted tablecloth for fundraising table. – <b>APPROVAL TO PURCHASE. VALUE UP TO \$300.00. LOGO ONLY.</b></li> <li>• KATANNING SHOW: <b>School stand and Yr 6 fundraising to share an area. Total cost covered by P&amp;C of \$200.00 APPROVED.</b></li> <li>• Request for P&amp;C to fund 2025 Contributions prizes. \$20.00 per year group to a total of 8 prize incentives. <b>APPROVED</b></li> <li>• Youth Care Donated a cheque for \$500.00 to BPS Boniface Care Fund.</li> </ul> <p><b>Moved:</b> Asher Tussler      <b>Seconded:</b> Geoffrey MacNicol      <b>CARRIED</b></p>	
<p><b>14. Next Meeting:</b> The next General Meeting will be held on 27/11/2024 @ 6:30pm in the Braeside PS Staff Room.</p>	
<p><b>Meeting Closed:</b> 7:31pm</p>	