

Figtree Public School

P & C Auxiliary Meeting Draft Minutes

Wednesday 19th March 2019

Attending: Eva Thompson, Sheree Springhetti, Anu Stevens, Bec Cavanaugh, Janine King, Alicia Williams, Arthur Castrissios, Emma Clayton, Melissa Harding

Apologies: Teresa Marras, Kim Kelly, Caroline Banks

Meeting Opened: 6.20pm

Previous Meeting Minutes: Accepted by: Alicia W Seconded by: Sheree S

Business Arising from Previous Minutes: NIL

Correspondence in:

February	LW Reid	Uniform catalogues
	Mr. Showbags	Fundraising
	Crocodile Creek shirts	
	Smart Gift ideas	Mother's Day fund raising
	Pocket Money Treasures	Mother's Day fund raising
	Moon and Back School gifts	Mother's Day fund raising
	School Gifts Australia	Mother's Day fund raising
	Laser Sharp Creations	Mother's Day fund raising

Correspondence Out: Twilight fun night correspondence

Treasurer's Report:

- Balance as at 28th February 2019 \$ 14,714.67
- Attached canteen treasurer reports for March

Canteen Purchaser Report:

Roster Secretary Report:

Roster has been distributed.

General Business:

1. See attached report from Sheree S

OTHER BUSINESS:

Next Meeting to be held: 21st May 2019.

Meeting Closed: 6.56pm

P & C Auxiliary Meeting Report AGM

By Sheree Springhetti



Date: Tuesday 19th March
6pm – 7pm

Attendance: Sheree Springhetti, Arthur Castrissios, Alicia Williams, Eva Thompson, Anu Stevens, Janine King, Emma Clayton, Bec Cavanaugh, Melissa Harding (Principal)

AGM Summary Report – before AGM starts.

2018 brought us some great opportunities to get together and continue to grow in strengthening our community, as well as raise some funds to help our school and what a successful year we have had! We all banded together to run some great events like:

Easter Hat Parade in collaboration with the school and we rocked it!

Kids disco, which was a great success!

Many many cool special canteen days like cold rock and pizza

Finishing off with a bang for the 2018 Twilight Fun Night.

In total if we combine the funds raised for all events for 2018 including canteen special days, the P & C Auxiliary raised a whopping

\$22,843.33

This is an amazing achievement by the Auxiliary team! I know we spent a lot of time last year focusing on community involvement, coming together to socialise and help our community and I believe we have achieved that goal last year and are moving forward strongly this year. If we look at every dollar as a “parent /community” supporter, then we have 22, 843 supporting moments to be proud of.

When you combine the P & C Aux & additional fundraising efforts from the uniform shop, school banking, canteen days & lunch wallets we have raised **\$39 249.70**

I would like to take this time to thank everyone who has been involved in the Auxiliary last year. I have really enjoyed being part of this team, in volunteering our time and skills towards helping our school and our children. We have demonstrated last year our strong passion for community involvement, and banding together to achieve common goals and I have made some great friends in our journey and look forward to what 2019 brings.

Thank you for this opportunity to be in the role of chairperson for 2018.

General meeting

1. CROSS COUNTRY UPCOMING:

- Notice has gone out to families about special canteen options for this school event. There is also a request for volunteers for this event and we are still in need of at least 3-4 more people for the whole day.

Seree to inform Anu & Emma if still need more people.

Bec to yum yum balls.

Routine:

Time	Schedule	Volunteers
9:30am – 11:15am	Prepare menu Prepare Ice Blocks for races & start serving from front hut area	
11:15am – 11:45am	Lunch café serving to the kids	
11:45am – 1:45pm	Café open serving to families Ongoing ice blocks for races	
1:45pm – 2:15pm	Recess café serving to the kids	
2:15pm – 2:45pm	Pack down and clean up of canteen Ongoing ice blocks for races + clean up of ice blocks after the last race.	

2. EASTER HAT PARADE

- The mufti day has had to be moved, this is due to the change in cross-country date. The new mufti day is now on Wednesday 10th April. The easter day date will remain the same.

- Mufti Day routine: Volunteers collect mufti day donations on 10th April, then go straight to gumnut and wrap the baskets. Once done we then take to Janine's house. 6 Cameron place Figtree for storing until the Easter Hat Parade day Thursday 12th April.
- The information pack on this event will be distributed either later this week or early next week. This is in the process of being finalised/edited.

Actions to complete:

- Mufti day items to also include descriptions for lollies, books, soft toys, holiday activities as well as the usual chocolates. Add on that if you can't manage to purchase something, a money donation is ok.
- Raffle prize ideas: Fraternity club? Illawarra fly? **Sheree/Anu to seek some donations.**
- Sheree to design the family information pack with teachers – Miss Hornsby
- Sheree to track volunteers and do volunteer communication for the day
- Bec to tally the raffle books & pre-order sausage sizzles
- Sheree to allocate food ordering or do if needed.

Bec to donate the Easter egg jar

1st prize – Dolphin Watch Cruises Jervis Bay family pass 2adults and 2 children. Valued at \$165 eco whale cruise

Sheree to call and request donation.

Mufti day is the Wednesday:

Janine till 11:30

Eva

Bec

3. MOTHER'S DAY STALL:

Items to sell have been ordered. These came to \$670.80 from Smart Gifts (2018 = \$789.92)

- Gym bags
- Lunch bags
- Stationary set
- Feather charm
- Measuring spoon
- Whiteboards
- Nature key ring
- Love Mugs
- Wall plaques
- Gelato Candle Jars
- Bookmarks + card
- Mason Jar candles
- Bracelet + card
- Tote bags
- Keyring
- Sweet little dish
- Teddy bears
- Wishing jar
- Metallic pen + card
- Bath bombs

Price agreed: \$7

Sheree to do note and call for volunteers on the day. Wrapping to be done by aux sheree/bec

1. IDEAS DISCUSSION:

- Can we discuss any final events we want to add to the planner for this year
- **YES** Pie drive - Sheree informed the team that 2 parents had volunteered to run this event for the school and all agreed this would be a great fundraiser for us.
- **YES** Trivia night / Vegas night – We discussed the option to have an adult event this year and are in favour of planning something along the lines of a trivia night or adult orientated activity night. Further discussions on this topic will occur in future meetings.
- Car Wash idea

Proposed Friday night

Book a table, give it a name and a theme tables bring their own food and alcohol

ANU & EMMA team leaders.

16th Aug confirmed and MC booked! \$100

- **NO** Kids disco – Janine asked if we would be looking at running this again for 2019, we discussed the success of the event for 2018 but that it required support from the teachers. Sheree will enquire as to teacher feedback on whether we can run one this year.

- Market Day – inviting families to “pop up a stall” of their own hobbies, small businesses etc to support our families and raise awareness of the talented families at our school.

- Term 2 special canteen day proposed type & date

2. TWILIGHT CARNIVAL NIGHT 2019:

- Proposed date: Friday 25th October TBC after rides confirm booking.
- Discussion on what games to have at the event:

Actions to be completed:

- Cake boxes **Sheree to confirm stock with Allanah & prepare cover notes**
- Having friendship / year groups of parents/carers invited to run a stall for the night **Sheree to put out expression of interest as well as designated events. Send to Anu to edit the form**
Having plans natted out each meeting as we go along to avoid a build up
Having the information pack go out a couple of weeks earlier than last year.
- Potential clash with any Halloween based canteen day, to be discussed at a later date.
- We discussed the concept that the fun night main draw card was food, and to establish some expression of interests on families who may be interested in bringing a specific food stall to the fun night.

ADDITIONAL DISCUSSIONS:

- **Gumnut Improvements** – Requesting some improvements to help with storage of uniform shop sale items + Aux events.
 - New Uniform rack – **sturdier & larger**
 - New coat hangers for the rack
 - Hanging change room OR portable one (like at camping)
 - Cubby storage along the back wall (Ikea \$80 each x 3 = \$240 + delivery)
- **Renovations:** Is the heater working? If not working, can it be removed?
 - Moving the small Aux cupboard to the other wall near the uniform shop desk
 - Moving the large recycled uniform shop cupboard to the corner where the small Aux cupboard was
 - Moving the hanging rack over to the area near the heater (for families to browse)
 - Move the dressing area to the area near the heater in the corner

What will this do:

Create more open areas

Reduce congestion with families able to browse the rack and try on clothes in the same area that is away from the uniform shop storage / sales area

Create a more private dressing room

Create more storage and tidiness and organisation (less impact to school activities using the room)

Uniform – try the website as inventory to show at next p & c meeting