**PT&F General Meeting**

**Minutes**

**Wednesday 8th May 2024**

**Meeting Open: 6.00pm Held via Zoom**

1. **Acknowledgement of Country** - Pauline Long
2. **Prayer** - Pauline Long
3. **Record of Attendance and Apologies**

**ATTENDANCE** – Jenni Hird, Janet Bhardwaj, Ashleigh Stevenson, Rachel Simkin, Emily Pengilly, Robyn Wilson, Claire Lee.

**APOLOGIES** – Michelle Cortis, Kate Thompson, Sarah-Jane Canham, Amanda Bartholomew.

1. **Confirmation of the Minutes of the previous Meeting**

Jenni moved the previous minutes with a few minor corrections/additional information to be added. Jenni will make the amendments and re-distribute.

Seconded: Ashleigh Stevenson

1. **Business arising from previous Meeting**

* PT&F IGA account has been reactivated.
* $3500 donation to be forwarded to the school for musical Instruments, now that Clare has access to the online banking.

1. **Correspondence incoming and outgoing**

* NONE

1. **Reports**

**Principal:** Presented by Pauline Long – To be attached

**Moved**: Pauline Long

**Second**: Jenni Hird

**President:** Presented by Jenni Hird

* Thankyou to our school community for your generous donations to our successful easter raffle. Also to everyone who purchased tickets in the raffle and assisted on the day. It was another fun afternoon and a successful fundraiser for PT&F
* Thankyou to the parents who collected and distributed the hot cross buns.
* Thankyou to all parents who assisted with the cross country BBQ and on course

**Moved:** Jenni Hird

**Second:** Ashleigh Stevenson

**Treasurer:** Presented by Clare Lee – To be attached

**Moved:** Claire Lee

**Second:** Jenni Hird

1. **Fundraising:**

* Picture products (plates, mugs etc). Janet presented the information she has received regarding the picture products through ‘Picture Products’. General discussion between those present regarding minimum orders & costs. The decision was made to trial the fundraiser this year as there were no initial costs, therefor nil risk of not making a profit. Janet to confirm with company that minimum order is 10 of any product and not 10 od each product. Decision also made for online ordering through the PT&F square account to be an option for payment.

Meeting was discontinued at 6:30pm due to ZOOM completion. Nil further discussion was held and all outstanding items not discussed will be added to the next PT&F meeting agenda to occur as per schedule – Wednesday Wk 6 (6pm 5th June 2024) – Via ZOOM

1. **General Business**
2. **Confirmation of next meeting:**
3. **Conclusion and prayer**

**Closed: 6:30pm**