1. **MEETING OPEN**

   The meeting, taken place in the Teacher’s staff room, opened at 7.04pm with chocolate cake care of Janine B!

2. **ATTENDANCE**

   Please refer to the attached sign-in sheet.

3. **APOLOGIES**

   Please refer to the attached sign-in sheet.

4. **QUORUM**

   There being the required number of members (6) in attendance, it was confirmed the meeting could begin.

5. **MINUTES FROM PREVIOUS MEETING**

   Lynda B. presented the minutes of the October 2016 General Meeting to all in attendance.

   Copy attached.

   Moved by:  Lynda B.    Seconded by:  Abby H.

6. **BUSINESS ARISING FROM OCTOBER 2016 MEETING**

   - Shopping tour postponed to May 2017.

7. **WORK IN PROGRESS**

   - Lynda B. discussed information required for “Student Protection Risk Management Strategy”.  **LYNDA B.**  advised she will be looking into requirements further and will report on it.  **CARRY OVER**

   - Further to Item 14 of the 2016 AGM, a definition of what constitutes an “Honorary Life Membership” is to be added as **Work in Progress** and worked on by the committee.  **CARRY OVER**

8. **CHAPLAIN’S REPORT**

   Presented by Leanne T.

   Copy attached.
Business Arising:

- Continued implementing Play is the Way, Prep Y students now involved in the program.
- Leanne is currently talking to the high school chappies from Bracken Ridge SHS and Sandgate SHS to see if they can talk to the year 6’s before end of school to assist with transition to high school.
- Free dress day next Tuesday 29/11 gold coin donation to raise funds for Chappy. Discussion around adding donations to current Chappy tin donation drive. Coins will be tipped out and photographed and the total raised will be announced at Friday’s assembly. JANINE B. will put free dress details on FB.

8. UNIFORM SHOP REPORT

Presented by Abby H. for Chenani E-M.

Moved by: Abby H. Seconded by: Jane G.

Business Arising:

- Order for school uniform shop for 2017 totals $11,032.50.
- Discussion around Hat Hero clip, we will not proceed with ordering.

9. TREASURER’S REPORT

Presented by Abby H.
Copy attached.

Moved by: Abby H. Seconded by: Jane G.

Business Arising:

- All accounts and expenses were read and passed as approved.
- Oven was installed today, thank you to Abby H. for arranging McFin Electrical to install the oven no charge.
- Bubbler has not arrived yet, Abby H. will arrange for another friend to install.
- Air conditioner is also here Waiting To Be Installed.
- Tracey D. has two new fans coming for hall, Melissa G. wants to know if she can get a second opinion from an engineering contact re. the large broken fan in hall, discussion followed. Tracey D. will be wanting to sell the fan being removed.

10. PRINCIPAL’S REPORT

Presented by Tracey D.
Copy attached.

Moved by: Tracey D. Seconded by: Jane G.

Business Arising:

- Prep excursion to Southbank, 30 November
• Eventide excursion to sing at Christmas function, 2 December
• Year 6 Celebration evening, 6 December
• Year 6 Celebration bowling outing & awards ceremony, 7 December
• Prep Christmas Breakup Party, 7 December
• End of Year concert, commences at 9am, 8 December
• Last day of 2016, 9 December
• Rod Chiapello from McDonalds Bracken Ridge will be speaking at Leaders Luncheon, 25 November
• Active Travel Breakfast in Peace Park, 2 December
• Carols at the Einbunpin Lagoon, 7 December
• Installation has commenced on the 5 additional ramps
• Installation of the hall fans will commence soon
• Report cards will be emailed out on the last Wednesday of school term
• Class allocation letters will be handed to students on the last Wednesday of school term
• Tracey D. discussed 2017 I4S budget and Nashville SS Annual Implementation Plan 2017

Priorities

11. TUCKSHOP REPORT

Presented by Mandy W.
Copy attached.

Moved by: Mandy W. Seconded by: Janine B.

Business Arising:

• Good month last month, $600 profit after expenses
• Sushi is going really well
• Toastie sambos price will be increasing, Friday lunch packs are doing well
• All red food items are now deleted from canteen menu
• Would like to introduce egg and lettuce sambos to the menu
• Mandy would like to increase some of the prices next year
• Mandy handed out a copy of Term 1 tuckshop menu
• Mandy W. advised Lynda B. that Claire K. has done costings on all of the menu items
• Could new menu be published in last newsletter of the year
• Put tuckshop menu in new noticeboard
• Add chicken vege soup to movie night menu
• Mandy has asked for $200 petty cash, Abby H. advised Mandy W. she will start that in 2017

12. GENERAL BUSINESS

PER AGENDA

12.1 Movie night food + lucky door prize + Christmas raffle tickets to sell
• Get DVD on Friday from rental machine
• Sausage sizzle PAT O. will ask one of the dad’s to assist
• ABBY H. will get sausages from Coles
• JANINE B. asked if we could have some gluten free bread, ABBY H. will get a loaf
• Call out for cakes and desserts on FB JANINE B.
• Abby H. has tickets for lucky door
• We will need some Christmas raffle ticket sellers on the night
- Will need helpers in kitchen from 4.30pm
- **ABBY H.** will put lucky door prize together with gifts we already have.

### 12.2 Christmas raffle update - brainstorm on how to sell $10,000 worth of tickets
- Lynda B. spoke about the need for the whole school community to get behind this drive to reach our target of $10,000
- **MELISSA G.** will sell some at the last playgroup tomorrow morn (22/11)
- **JANE G.** to get additional books from Abby H. for selling at Parkrun, 3/12
- Sell them at carols 7 December
- Movie night at the lagoon Saturday 3 December, following meeting, Paul Timms has agreed to let Nashville SS have a stall for selling raffle tickets and relishes.
- Encourage **JEN M.** and **KATIE D.** to give families additional raffle books if they bring in finished books

### 12.3 Small playground update
- Forpark Australia, now 2 final options to choose from
- Lynda B. asked for a vote on which park option we want to order
- Order needs to be in tomorrow (22/12) to get it in before school starts next year
- Lynda B. explained, we have the funds to buy, really great thing to have done before school starts in 2017
- All were in favour of option 2 - with see saw

**AFTER MEETING NOTE FROM LYNDA B.**
- Playground: Purchase order has now gone in for the Playground and it will be installed in late January before school resumes. YAY!!

### 12.4 Christmas carols December 7
- Joint school Sausage Sizzle with Brighton State School - volunteers needed.
- Event runs from 5pm - 8pm, so need to access families who have kids in the choir to help on the night.
- We can sell raffle tickets, will find out about selling jams/chutneys.
- Need cash drawer for evening
- Lynda B. to get back to them tomorrow with how many volunteers can help out
- Volunteers can contact Lynda B. to confirm time slot
- **ALLISON C.** will help out
- Need helpers for setup all the way through to 8pm
- **ABBY H.** will get **STU H.** to drop bbq down, Lynda B. advised to have it down there by 4pm
- **PAT O.** will put word out with DONS for volunteers also
- **JANINE B.** to plug this event on FB

### 12.5 New Till for Tuckshop
- Purchased and being programmed, at Lynda B’s house
- 70 programmable buttons

### 12.6 Tea and Tissues - Monday January 23rd from 8.40am
- Lynda B. asked if anyone can organise this
- **MELISSA G.** will assist, Tracey D. advised it will be all setup just need someone to serve tea and coffee
12.7 Meeting dates for 2017
- Thursday 12 January informal catch up for P&C - Venue TBC

AFTER MEETING NOTE FROM LYNDI B.
- January 12th meeting: Full Moon for meeting - just because we'll be able to get a table, a drink and a snack! LYNDI B. will book table. For Execs and office holders if they can make it (eg. Lynda, Su, Jane, Abby, Janine, Regina, Mandy, Chenani).

OTHER BUSINESS
- Mandy W. asked about having some sort of pie/sausage roll drive to raise funds to refurb canteen. Allison C. mentioned there are a number of grants for tuckshop refurbs. Lynda B. advised to look at what grants are available.

- End of year flowers - CHENANI E-M. will SMS her sister. TRACEY D. will know by week 10 who to order flowers for.

13. NEXT MEETING

The P&C will next meet on Thursday 12 January, 2017 - venue TBC

14. MEETING CLOSE

There being no further business, the meeting closed at 8.55PM