



GENERAL MEETING

Monday, 6th June 2022

6:30pm

Woodlinks SS Administration Building

Chairperson: Amanda

Welcome to members: Amanda, Kristie, DeeDee, Leandra, Kira, Greg & Clint

Introduce any guests:

Apologies: Andrew, Beth, Raylene, Ashlee

Confirmation of minutes of the previous general meeting:

The minutes of the previous General Meeting held on 9th May 2022, were read by those present.

Motion: That the minutes be accepted as a true and a correct record of the meeting.

Motioned: Amanda

Seconded: Kira

Business arising out of the minutes of the previous general meeting:

NIL

Correspondence received since the previous general meeting:

Inward: Officeworks Invoice, Advertising & Bills

Outward: Village Invoice for hats (from 2021)

Business arising: NIL

Confirmation of executive committee's decisions (if any):

Subcommittees' reports and financial statements and any business arising from these:

Treasurer's Report: Attachment A

ACTION: Bethan & Kira to follow-up the Child Services Reconciliation Receipt (\$229)



5.1 Treasurer Report - May 2022 - Woodlinks SS.pdf

Motioned: Amanda

Seconded: Kira

Uniform Shop Report

Additional Shirt Order: Only 2 shirts have been ordered. We need a minimum of 30 to place an order. Greg has agreed to purchase (school budget) the additional shirts needed to place an order.

Motion to spend \$180 on ink for the Uniform Shop from (Supplier: Ink Station).

Motioned: Kira

Seconded: Amanda

Motion to spend \$250 on technician to come out and repair uniform shop laptop

Motioned: Kira

Seconded: Kristie

Motion to spend \$200 on A-Frame to advertise the Uniform Shop

Motioned: Kira

Seconded: Amanda

QKR is successful and orders are coming through. Leandra to follow up with Amanda about the reporting of QKR.

Motioned: Kira

Seconded: Kristie

Tuckshop Report: N/A

Motioned: N/A

Seconded: N/A

Fundraising Report:

Motioned: Amanda

Seconded: Kristie

Fluro Friday Casual Dress Day - Funds raised \$645.90



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SAKG BBQ Update



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Father's Day Stall

Motion to spend \$5000 on Father's Day Products to be sold at the Father's Day Stall in August / September.

Motioned: Amanda

Seconded: Kira

Other reports:

Principal's Report:

NAPLAN held during Week 4 - conducted electronically.

Interschool Sports (soccer, futsal, and cricket) coming up – voluntary for kids

Inclusion Sports Day held last week – great day had by all.

Additional building space to commence during upcoming school holidays – this may be delayed due to weather events.

Motioned: Greg

Seconded: Kira

Motions on notice: NIL

Motioned: N/A

Seconded: N/A

Outstanding General Business

- M365 Account

Clint to lodge a job with IT to have Shared Mailbox access for the P&C, Uniform Shop & Tuckshop. This would ensure the P&C can send emails from the P&C email account (instead of utilising personal accounts) and would also be able to utilise a P&C OneDrive.

All members have provided their Proof of Identification to Clint. Clint will now follow up with IT to organise access. This should be finalised this week.

- Electronic Timesheets – Carried over from March Meeting.
Beth to source an app to enable timesheets to be uploaded into Xero.
ACTION: Carry over to July meeting.
- Consideration of new Tuckshop menu items – Sushi / Vietnamese Roll – Carry over from April Meeting.
As per email sent on 26/03/2022 I would like to propose adding Sushi and Vietnamese Rolls to our menu. Raylene to source another two quotes and send through to P&C Mailbox for Executive decision to be made to support the decision to utilise supplier and include sushi on our menu.
ACTION: Greg to follow-up with Raylene
- Tuckshop Menu Sample – Attachment B
Once Tuckshop menu has been set (for the term), I would like to propose that we promote our Tuckshop Menu via our Facebook page. Raylene to send Kristie a copy of the menu, so that it can be promoted on our Facebook Page.
ACTION: Greg to follow-up with Raylene

General Business:

- Fundraising for Year 6 School Camp (Chocolates, Billie G Cooke Dough, Pies).
Consideration for more notice to be given with indicative pricing and possible option of fundraising to help families for next year.
- Special Tuckshop Days – Attachment C
QAST has a calendar which offer themed days each month. Is this something that we can consider introducing?
ACTION: Carry over to July meeting
- Senior & Junior Athletics Carnival BBQ

Contingency plan should we not have sufficient volunteers. There are currently no volunteers for either, despite being advertised for almost three weeks (Senior).

If volunteer signup sheet is not 60% full by Wednesday, 8th June 2022 (for Senior) and Wednesday, 15th June 2022 (for Junior), this event will be cancelled.

ACTION: Kristie to update posts to with the above messaging and advise President by COB Wednesday, 8th June 2022 final volunteer numbers.

PCYC will have a hydration station and sunscreen station. Clint to liaise with DeeDee about the location of this station.

- Tuckshop Volunteers
With the increased demand, we're needing to increase our volunteer pool. Promotion to go onto our Facebook Page, Newsletter etc.
- Absenteeism in the Tuckshop – Process
P&C Executives to map a process on how to manage Absenteeism in the Tuckshop to have a contingency in place in the event of an absence.
ACTION: Kristie to draft document and seek endorsement from Executives (and Greg?).
- Twilight Flicks Movie Night Competition
Voting closed on 22nd May 2022. We received 158 votes, unfortunately not enough to win. Congratulations to first place winners Aspley School with 2702 votes.
- Motion to donate \$4000 to put towards swimming lessons (Term 3) for Years Prep 2, 4 & 6 as an ongoing yearly donation.
Motion: Clint **Seconded:** Amanda
- Motion to donate \$5000 to ILC as an ongoing yearly donation.
Motion: Amanda **Seconded:** Kira

Casual Dress Day – Theme: Pyjama Day - Friday, 29th July 2022.

ACTION: Kristie to create advertisement and send to Greg for endorsement.

- Father's Day Stall
This will be held on Wednesday, 31st August and Thursday, 1st September 2022.
Pre-Orders will be available for Preps only and pre-orders will be closed on Tuesday, 30th August 2022

Applications for new membership: NIL

NEXT MEETING

The next meeting will be an Annual General Meeting and will be held on Monday, 11th July 2022.

Closure:

Chair closed the meeting at: 7:47pm

Minutes endorsed as true and correct:

President _____

Secretary _____

Attachment B

FOOD LINKS

TERM 2 2022

ONLINE ORDER CUT OFF 7:00AM

1st Break 10:30am

2nd Break 1:00pm

DAILY SPECIALS

WEDNESDAY \$4.50
WARM CHICKEN TENDER WRAP
Crumbed Chicken Tenderloin, Lettuce, Cheese & Mayo

THURSDAY \$7.00
CHICKEN NUGGETS MEAL DEAL
5 Chicken Nuggets Apple and Drink of Choice

FRIDAY \$5.50
CHEESY BEEF NACHOS
Corn Chips, Cheese, Veg Loaded Taco Mince & Salsa
*Sour Cream 50c extra

SNACKS

Rice Cakes with Vegemite x2	\$1.00
Boiled Egg	.50c
Vanilla Yogurt Cup	\$2.00
Custard Cup	\$2.00
Vanilla Muffin	\$1.50
Berry Muffin	\$2.00
Warm Corn on the Cob	\$1.00
Apple	\$1.00
Garlic Bread	\$1.00
Popcorn	.50c

SANDWICH/WRAPS

Cheese Sandwich	\$2.50
Vegemite Sandwich	\$2.00
Egg & Lettuce Sandwich	\$4.00
Ham Sandwich	\$2.50
Ham, Cheese & Pickle Sandwich	\$4.00
Cheese Wrap	\$2.50
Ham, Cheese & Lettuce Wrap	\$4.00
Ham, Cheese & Pickle Wrap	\$4.00

SALADS

Mini Chicken Caesar Salad	\$4.00
Lettuce Cucumber & Carrot Cup	\$1.50

HOT FOOD

Sausage Roll	\$4.00
Meat Pie	\$4.00
Spinach & Ricotta Roll (v)	\$4.00
Vegetable Pastie (v)	\$4.00
Bolognese Pasta	\$6.00
Carbonara	\$5.50

DRINKS

Water	\$2.50
Chocolate Milk	\$2.50
Strawberry Milk	\$2.50
Apple Juice	\$2.50
Apple & Blackcurrant Juice	\$2.50
Tropical Juice	\$2.50

ICE BLOCKS

Various 50c, \$1 or \$2

Sauce: Tomato or BBQ 30c

Orders are to be made online via QKR.

2022 SPECIAL DATES FOR TUCKSHOPS

March



April



May



June



July



August



September



October



November



December



FOR A FULL RANGE OF
MENU PLANNING
RESOURCES AND
RECIPES VISIT
WWW.QAST.ORG.AU

