



**Minutes of General Meeting of  
Davallia Primary School P&C Association Inc.  
Budget meeting  
Tuesday, 28 February 2023  
DPS Library**

**Present in the room**

*Committee members:* Neroli Ridgewell (President), Leigh Walker (Vice President), James Milne (Secretary), Erin Gaunt (Treasurer), Mel Bluntish (Class Rep Coordinator), Michelle Zoontjens; (Assistant Treasurer), Ashleigh Shapland (in-coming Fundraising Coordinator - voted in at meeting.  
*Staff:* John O'Neill (Principal), Candi Nelson (Manager Corporate Services), Mark Leaning (Associate Principal); Mrs Thompson (Teacher); Mrs Danni Waddel (Teacher);  
*DPS community members:*  
Lauren O'Shea, Suzy Rogers, Cherraine Connell, Alycia Simmonds, Carina Lancaster, Carly Fitzgerald; Mandy Brosnan

**1. Acknowledgement of Country and introductions**

Neroli welcomed everyone and opened the meeting at 7.31pm with an Acknowledgement of Country

**2. Declaration of conflicts of interest**

James Milne declared that one of the correspondence items was from a local Psychology clinic that is run by a friend and there he would not participate in any vote relating to that correspondence. See third piece of correspondence listed in agenda item 6.

**3. Apologies**

*Committee members:* Susan Hosking-Boswell (Canteen Coordinator);  
*Staff:* Nil  
*DPS community members:* Megan Varker

**4. Previous minutes and actions from 21 February 2023 meeting**

**ACTIONS**

- Mel Bluntish to send a message to all class reps to promote the vacant FC role - **done**
- Banking handover appointment to be done 3 March 2023 with all incoming and outgoing signatories present - **done**
- WACSSO corro - contact updates - Leigh Walker to action - **done**
- WACSSO corro - electorate get together and P&C day activities - James Milne to respond on both accounts - **done**
- Candi to report back with suggestions for alternative dates for FFN - **done, proposed a date for FFN is 17 November 2023.**

- Containers for change fundraiser - Neroli to get code that can be sent out to the school in next newsletter - **still to be actioned.**
- Budget meeting - Need to send out a how to make a submission email - James and Neroli to action - **done**
- Canteen ordering system change - Susan to advised new system is still being tested and is not active yet. Susan to advise school community through class reps, facebook, newsletter when ready - **No further action at this time**
- Birthday treats - John to include something in the next newsletter on limiting excessive lolly bags for birthdays - **done**
- Online option for next meeting - James to ask Lydia to send Teams invite to all members for next meeting - **item to be removed from the last minutes - done**
- Second hand uniform shop - Neroli to send a reminder about opening hours and benefits of it - **done**

**Motion: to accept previous minutes**

Moved by Candi Nelson; Seconded by Erin Gaunt

5. **Vacant positions to be voted in**

- a. Fundraising Coordinator - nominee Ashleigh Shapland

**Motion: to accept nomination**

Moved by Alycia Simmonds; Seconded by Carina Lancaster

6. **Correspondence**

- Fair Game newsletter - already forwarded to Mr Warner
- Australian Charities and not for profit commission - call to update listing - **ACTION - James to update**
- Warwick Psychology Clinic - free seminars - **ACTION - James to forward to Candi for actioning**
- WACSSO Council elections reminder - noted by all.

7. **Principals report**

(see attached)

*Questions:*

How is the new assembly area going? Response: Good - only about four weeks behind schedule  
Added item from Principal: Before and after school care has been reviewed by the School Board - agreed for all services to continue.

**Motion: to accept Principal's report**

Moved by Mel Bluntish; Seconded by Candi Nelson

8. **Treasurer's report**

(see also attached)

Cash balance - \$41,802

- ICT charges for 2023 hasn't come out yet

**Motion to accept Treasurer's report.**

moved Ashleigh Shapland; seconded Carly Fitzgerald

**9. Fundraising report**

Ashleigh Shapland discussed the following initiatives and ideas

- Icy poles and Hot cross buns - done, fairly successful.
- Loose change challenge in June.
- Athlete's Foot - \$5 from every pair of shoes sold goes to the P&C
- Dominos fundraiser - \$1000 raised, very successful for P&C and the business.
  - Looking at similar ideas for shops at Carine Glades

**Motion to accept Fundraising report**

Moved by Alycia Simmonds; Seconded by Mandy Brosnan

**10. Budget meeting**

After robust discussion and consideration by voting members, 10 items were voted in for a total value of \$82,600 as follows:

Proposed item	Value (\$)	For	Against	Number of priority votes	Priority
Recurring items	25,550	16	0	non-negotiable	1
Faction bay tents	4,000	4	11	not voted on	N/A
Insulated coolers	344	16	0	accepted unanimously for immediate purchase	2
JPS nature playground	10,000	16	0	9	6
ECE soccer balls	392	16	0	school to pay	N/A

ECE resources replacement	2,822	16	0	3	8
ECE outdoor equipment	1,722	16	0	0	9
2 x clever touch screens for Kindy	11,814	16	0	9	4
30 x iPads for C Block	16,062	16	0	11	3
Visual arts framing	1,760	15	1	1	10
Lexile short reads	4,758	16	0	9	5
ECEC literary resources	3,376	16	0	8	7
<b>TOTAL</b>	<b>82,600</b>				

#### **11. General business**

- Uniform shop
  - wants to buy stock in for hats and caps and increase price to \$16 and \$13 respectively. All agreed.
  - Price of bags up to \$40. All Agreed.

<b>Motion: to accept general business</b>
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Moved by Mel Bluntish; Seconded by Michelle Zoontjens
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#### **Next Meeting:**

Tuesday, 16 May 2023 at 7.30pm

#### **Close of Meeting**

9:10pm