

DRAFT AGENDA: General Meeting of Buranda State School
Parents and Citizens Association (P&C)

Date — Wednesday, 13 Feb 2019

Venue — Buranda State School Library

Time — 6 for 6.15pm (meet and greet)

1. Opening of business (6.15 to 6.20)
2. Confirmation of minutes from previous meeting (6.20 to 6.25)
3. Business arising (6.25 to 6.55)
 - a. update — trivia night takings
 - b. status — Community Benefit Fund grant application for musical instruments
 - c. update — new table construction & grant application update
 - d. update — container deposit scheme (new bins for events)
 - e. update — Wee Hur development
 - f. update — school garden upgrade
 - g. status — P&C *Teacher Grant Program* project selection
 - h. update — AGM change of date (to 13 March)
5. New Business (6.55 to 7.30)
 - a. EQ response to air conditioning plans
 - b. School anaphylaxis plan update
 - c. Tuck shop freezer purchase request
 - d. Tuck Shop — business accounts for Woolworths and Coles
 - e. Fundraisers – 2019 outline and spending approval for Readathon and Movie Night.
 - f. Clean Up Australia Day
 - g. Bottle Refund Scheme update and bottle drive plans
 - h. Congestion around classrooms at pickup/drop off
 - i. The P&C's proposed 3-year (2019 to 2021) *Strategic Plan & Budget*
6. Treasurer's Report (7.30 to 7.40)
7. Correspondence Report (7.40 to 7.50)
8. Principal's Report (7.50 to 8.00)
9. Approval of new members
10. Next Meeting: AGM, Wednesday 13 March 2019, followed by a General Meeting

ACTIONS FROM DECEMBER MEETING

Action	Person Responsible
Redistribute Strategic Plan and Proposed Budget for 2019 week before Feb meeting — ask for feedback	Matt/Sally
Create Facebook guidelines: pin rules and policies at top of fb page, provide list of moderators to Simon.	Fi/Sybille
Follow up on Master Planning process with JackieT	Sally
Follow up with Master Planning process with EQ	Matthew
Ask Cathy Stephens to update Calendar	Sally
Construct new outdoor tables	Chris McGrath
Invite teachers to submit applications for teacher grant program	Sally
Seek quotes for multipurpose court for hall	Julie Wain
Organise Welcome BBQ (& seek donations)	Sybille/Sally

Summarise P&C survey results	Craig
Follow up on calendar events organised for Term 1	Sally