

MUDGEES HIGH SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Minutes of Meeting: 23 February, 2015

Attendance: John Laidlaw, Lorraine Stewart, Susan Reinhard, Wayne Eade, Jim Browning, Suzanne Donnelly, Debbie Lowe, Judy Hickey, Kelly Endacott, Belinda Roach, Troy Whittington, David Tooney, Joanne Ninness
*All in attendance (including Greg Lowe) paid for financial membership.

Apologies: Greg Lowe, Phil Callahan

Meeting Opened: 7.00pm

Acceptance of Minutes: Meeting 24 November 2014
Moved: Susan Reinhard
Seconded: Suzanne Donnelly
All in favour.

Special Item: Troy Whittington addressed the meeting requesting funding for surveillance cameras over the proposed aquaponics area as a deterrent to vandals. (Approximately \$720). After discussion, it was decided to add the request to next meeting's agenda.

Business Arising: Sun safety - Iceblock days (one planned, one random) for wearing a hat have been successful. Girls needing more encouragement to wear hats. Discussion regarding style, and involvement of SRC.

The school hasn't followed up hats with local uniform suppliers, but they are already starting to stock plain navy hats. Add to March agenda.

Meeting code of conduct still a work in progress.

Correspondence: In: P&C Journal, Term 1, 2015

Treasurers Report: Presented by Judy Hickey, prepared by Lisa Hauville
Seconded: Suzanne Donnelly
All in favour.

Lawrence, Bennett, Portelli unable to continue as Auditors.

Motion: The P&C appoints Gina Kalaizis (MHS SAM) to audit the 2014 P&C accounts.

Moved: Moved: Judy Hickey
Seconded: Susan Reinhard
All in favour.

The P&C acknowledged that Gina is volunteering to do the auditing, and thanked her for the offer. Noted, that it is acceptable to offer a token gift for providing such services.

Principals Report: Presented by Wayne Eade (relieving)

- Wayne continuing as relieving Principal, and David Tooney as relieving Deputy Principal. Discussion regarding interview panel training. Contact John Laidlaw for details regarding online training.
- Anzac Day coming up. MHS involved in special commemorations.
- Building works planned, including \$60,000 upgrade of H1, and possible upgrade of administration block.

- The P&C usually contributes approximately \$14,000 to the school bus. Costs have increased and the school may request further funding later in the year. Discussion about general bus use and student costs.
- Art faculty has requested the P&C's financial support for hiring the Stables for Year 12 end of year exhibition, as in previous years

Motion: The P&C will pay \$240 to hire The Stables for the Year 12 exhibition.

Moved: Wayne Eade

Seconded: John Laidlaw

All in favour.

- School numbers 955

President's Report: Nil

General Business: John raised the suggestion of a specific canteen equipment account, approximately \$1,500 pa. Judy will follow up with Lisa.

All positions will be vacant at the AGM in March. Particularly President and Secretary as John and Susan have both filled three year term.

Meeting Closed: 8.08pm

Next P&C Meeting: 23 March 2015 (AGM)
Followed by general meeting.

Mudgee High School P&C

Meeting 23/2/2015

Enclosed are the following: -

MHS P&C Account and Canteen Account statements and bank reconciliations for November and December 2014 and January 2015.

MYOB account balances as at 31/1/2015:

P&C Account	\$ 4496.07
Canteen Account	\$12847.22
Term Deposit – No1 @ 3.05% due 22/3/15	\$21069.10
Term Deposit – LSL @ 3.30% due 22/9/15	\$13577.39
Term Deposit – Ex Students @ 3.2% due 2/12/15	\$ 7473.39

At the end of last year \$300 from the Ex Students term deposit was used to pay the Mary Lester Scholarship and the balance relodged for 12 months.

Funds Committed

P&C Student Awards (balance)	\$ 1380.00
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Due to staffing, our usual auditors Lawrence Bennett Portelli are unable to complete the audit. The P&C Federation has confirmed that the audit doesn't need to be completed by a qualified professional, however, the person must have an understanding of financial management, bookkeeping and issues of probity. The auditor must not be an office bearer of the association. The Federation suggested the school administrative manager or the P&C could ask for a volunteer with these skills. They also advised that it is acceptable for the P&C to approve a gift to thank the auditor for their assistance. I have asked Gina Kalaizis and she is happy to complete the audit.

I will prepare a full 2014 report for the next meeting after the audit has been completed.

Lisa

