President Anne Doak opened the meeting at 6.37pm.

Present: Anne Doak, Cara Cracknell, Scott Cracknell, Noni Kasch, Yvette Dow, Vanessa Johnson, Cath Bubb, Lauren Witten.

Apologies: Jelka Schurink, Jenny Caslick, Karen Hobden.

Minutes of previous meeting (25th Nov 2014) were circulated and moved as a true record by Lauren, seconded by Anne. Motion carried.

Business Arising from previous minutes:

Breakfast Club – letter will be sent to Summers IGA advising recommencement of Breakfast Club.

Volunteer Canteen Co-ordinator – official welcome to Noni – congratulations!

Correspondence:
- P&C Federation – election notice and P&C Journal (1 copy)
- ACNC Quarterly Journal
- TRC Food Inspection Fees
- Thank You card – Cherom Mort
- LW Reid – clothing pool info
- Canteen Food safety poster
- Fundraising catalogues for Mothers Day/miscellaneous others
- Letter from Ryan Griffiths re Proposal to purchase of a portable gazebo for school use by Yr 6 (2014)

Business arising from Correspondence:

Food Inspection by TRC has been completed.

Discussion re Gazebo proposal – in principle support. Lauren will investigate other options for gazebo printing. Suggestion of a feather or pop up banner in place of printing on gazebo.

Reports:
- Principal’s Report – read by Cara Cracknell. (see attached)
- Treasurer’s report - circulated (see attached). Moved by Scott, seconded by Yvette. Motion carried.
- Canteen Report – see attached. Moved by Noni, seconded by Yvette.

Athletics Carnival on two Fridays - 24th & 31st July, will be at the school so can use canteen facilities.

Menu options and sell costs discussed.

Require more trays and baking paper. Cath donating baking paper, unsure if trays may be in Breakfast club equipment.

**General Business:**

Motion moved – That P&C meetings start at 6pm and conclude at 8pm. Moved by Scott, seconded by Yvette. Motion carried.

Motion moved – That P&C meetings be held on the 3rd Tuesday of each month. Moved by Scott, seconded by Lauren. Motion carried.

Bunnings BBQ – dates for 2015 are 17th May and 22nd November.

State Election – 28th March Anne suggested possibility of BBQ with drinks/cake stall and will liaise with Electoral Commission and P&C Federation for permission and insurance coverage.

Cybersafety – Anne spoke about a lady who specialises in this field and will investigate the feasibility and potential costs of organising a presentation, perhaps in conjunction with other local schools.

Pie Drive – discussion about possible suppliers. Cath, Noni and Anne will all investigate.

Mothers Day – carried over til next meeting - ?Karen happy to organise again this year.

**Meeting closed:** 8.31 pm.  
**Next meeting:** AGM – 6pm 17th March, 2015. Ordinary meeting to follow.