



## Minutes of Executive Meeting of the P&C

Wednesday 14 June 2017

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**Present:** Jenny Ambler (President), Georgie Dragicevich-Knight, Helen Notis, Helen Maitland, Stacey Litchfield and Richard Karamfiles.

**Apologies:** None

**Meeting opened:** 7.30 pm

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### 1.0 Welcome and Introduction:

Jenny Ambler opened the Executive Meeting and thanked members for their attendance.

#### Agenda:

2. Sub-committee – Fundraising
3. Year 4-6 Parent Evening
4. Raffle – Choreography Night
5. Colour Run
- 6 Bunnings Sausage Sizzle

### 2.0 Sub - Committee – Fundraising:

**Action:** Schedule a Fundraising meeting as required to follow-up and discuss the planning and timeframe of scheduled events.

This has come about due to the volume of emails sent/received between Executive Committee members over the past two weeks. Jenny Ambler felt it would be more beneficial to co-ordinate a “face-to-face” rather than be inundated with daily correspondence (emails).

**Action:** Committee members liaise weekly via email (if required) on matters pertaining to fundraising.

### 3.0 Year 4-6 Parent Evening – Tuesday 20<sup>th</sup> June:

Committee agreed that our main purpose on this evening was to promote BSHS and raise the awareness of our P&C.

Committee agreed not to fundraise and to purchase the cupcakes for another event.

### 4.0 Raffle – Choreography Nights – Thursday 27 & Friday 28 July:

The following was agreed:

- Stacey would liaise with Alison Martin to co-ordinate the raffle with the Choreography Nights 27 – 28 July 2017.
- Helen would prepare a letter to business owner’s requesting raffle prize donations.
- We will give out to local businesses.
- Information about the raffle to be advertised – either on ticket, special flyers, webpage

- Richard to organise cupcakes
- Promote that funds will be used primarily for new costumes

**5.0 Colour Run – Friday 13 October**

- Whole school event
- Fundraising for the Music Program
- Period 5 onwards
- Possibly have a sausage sizzle in canteen
- Cost of ticket \$10 - \$15
- Seek feedback from students

Helen Notis will write a proposal via email to Helen Maitland outlining the purpose/reason and intent of the event. Helen will then present to the Senior Leadership Team for consideration. Once approval is received we can proceed with the marketing.

**6.0 Bunnings Sausage Sizzle:**

Helen liaised with Frank Alvaro at Bunnings Balcatta to request a Sausage Sizzle during May 2018. He advised that Saturday 26 May 2018 was available.

**Motion:** To formally approve the Bunnings Sausage Sizzle scheduled for Saturday 26 May 2017.

**Moved:** Helen Notis

**Seconded:** Richard Karamfiles

**Meeting Closed at 8.10 pm**

Minutes accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Minutes seconded by: \_\_\_\_\_ Date: \_\_\_\_\_

Signed (President): \_\_\_\_\_ Date: \_\_\_\_\_