

**Monthly General Meeting  
6:30pm Tuesday 20<sup>th</sup> November 2018 – Tooth Centre**

**AGENDA**

- 1. Welcome and Opening Prayer**
- 2. Attendance and Apologies**
- 3. President's Comments**
- 4. Headmaster's Report**
- 5. Confirmation of Minutes of Meeting held on 23<sup>rd</sup> October 2018 (as circulated)**
- 6. Business or Actions arising from previous Minutes/Meeting (see Action Table below)**
- 7. Correspondence (report circulated)**
- 8. Supporter Group Reports**
  - a. Hockey
  - b. Cadets
  - c. Cricket
  - d. Swimming
  - e. Netball
  - f. Touch
  - g. Tennis
  - h. Football
  - i. Music
  - j. JSSG
  - k. Rugby
  - l. Volleyball
- 9. Treasurer's Report**
- 10. General or Special Business**
  - Past Student Association (Nigel Grant)**
  - Disbanding SwSG (Gerard Yorston)**
  - Reporting an absence (Peter Deane)**
- 11. Applications for membership and recording of new members.**
- 12. Next Meeting – Proposed date: 26 February 2019**

Action	Description	Action by Whom	Due Date
Sports Fields	<p>22/08/17 Log barriers in a poor state of repair. Dr Browning advises that these are on maintenance schedule – keep item open to monitor</p> <p><b>23/01/2018</b>- some repaired</p> <p><b>27/02/2018</b> – ongoing</p> <p><b>27/03/2018</b> – ongoing, Allan Deacon advised more logs down</p> <p><b>24/04/2018</b> – ongoing</p> <p><b>22/05/2018</b> – progress being made, thank you to ground staff. Grandstand for sports fields still on agenda, Gerard will consult with Charles Sweeney (Head of Maintenance)</p> <p><b>24/07/18</b> – Allan Deacon met with QLD Cricket with a view to some funding for a new cricket pitch. No progress on grandstands – Gerard to meet with Simon to discuss. New item around making back gate area more functional. Scoreboard isn't functional – Dr B to investigate with Simon</p> <p><b>28/08/2018</b> – Tim Hughes has someone who will look at fixing Scoreboard and making it more user-friendly. Peter Deane noted that grandstands need cleaning on game days. Sarah Slade to discuss with Maintenance</p> <p><b>23/10/2018</b> – Sarah Slade advised that the electronic scoreboard has had some maintenance done. AT advised that the sports fields are showing signs of rejuvenation as a result of grass maintenance undertaken.</p>	Dr Browning Gerard Yorston Sarah Slade	ongoing
Volunteer Levy	<p>24/10/17-Gerard to speak to Dr Browning regarding introducing a volunteer levy (in writing within school forms) for those parents unable to volunteer their time</p> <p><b>23/01/2018</b>- Gerard will discuss with Dr Browning in February 2018</p> <p><b>27/02/2018</b> – Gerard discussed with Dr Browning – Dr Browning sent out enquiries to other school principals -some feedback indicated that schools that surveyed parents showed that parents wanted levy. Dr Browning may survey St Paul's parents in due course</p> <p><b>27/03/2018</b> – Gerard spoke to Nigel Grant about levy in Dr Browning's absence, however, it was decided that this decision would have to wait until Dr Browning returned from sabbatical</p> <p><b>24/04/2018</b> – No progress as Dr Browning on sabbatical</p> <p><b>22/05/2018</b> – Now that Dr Browning is back from sabbatical, we can potentially look at survey to parents. Gerard suggested short survey, couple of questions. Dr Browning has done some research: most schools that have levy have done so from school's inception. Dr Browning asked if SPSSA needed this levy to keep operating/as income or would levy only be considered as additional funds. Allan Deacon stated that because SPSSA has lost some income stream lately the levy would be needed as income. Further discussion to take place between Dr Browning and SPSSA Executive Committee.</p> <p><b>24/07/18</b> – GY has go ahead to draft survey questions for review by Dr B</p> <p><b>28/08/2018</b> – Gerard sent draft survey to Dr B. Survey has to meet media requirements etc. Gerard suggested levy of \$50 per year per family and asked for feedback. Allan Deacon said \$100 per year family isn't unreasonable</p> <p><b>23/10/2018</b> – As Dr Browning was unable to attend this meeting Nigel Grant will follow up this action with him.</p>	Gerard Yorston	ongoing
Directional signage around School	<p><b>27/02/2018</b> – Patrick Glowrey suggested directional signage to be put in place around the School. Gerard Yorston to look into this and see what signage is available</p> <p><b>27/03/2018</b> – Gerard spoke to Charles Sweeney, and he advised Gerard that School is in the process of taking possession of new signs, therefore old signs could be placed/used elsewhere around the School. Nigel Grant stated that there is a site map on School website.</p> <p><b>24/04/2018</b> – Nigel Grant spoke to Charles Sweeney, some new signs going up around school (not directional signage), however, 3 school maps close to school entrances. Lack of signs for cloakrooms is an issue. Charles Sweeney has a plan in place to introduce new signs around school gradually, year by year.</p> <p><b>22/05/2018</b> – Patrick Glowrey stated that most recently he was still asked by visitors on sports day as to directions to cloakrooms/toilets. Dr Browning stated that he would asked Charles Sweeney about providing more toilet signs.</p> <p><b>24/07/18</b> – Still people asking for directions..... Also identified lack of signs at back gate area. Open for discussion. GY to progress with Dr B at next catch up</p> <p><b>28/08/2018</b> – in progress</p> <p><b>23/10/2018</b> – Gerard Yorston will check progress with new Property &amp; Grounds Manager, Jason Brandon</p>	Gerard Yorston/Dr Browning	ongoing
Blue Cards	<p><b>24/04/2018</b> – Gerard Yorston in process of working on attaining Blue Cards</p> <p><b>22/05/2018</b> – Gerard stated still in process/ongoing. He is waiting for a response from Blue Cards re: meeting/satisfying St Paul's School and Anglican Diocese regulations</p> <p><b>24/07/18</b> – New push to have this done – GY has sent out a list and Sarah provided some forms at meeting. Submissions by Dale, Gerard, Allan &amp; Fiona</p> <p><b>28/08/2018</b> – in process</p> <p><b>23/10/2018</b> – Gerard Yorston stated that around 90% of Blue Card applications have been seen to and he thank all present for their co-operation in this regard</p>	Gerard Yorston	ongoing

Back gate area signage and enhancements	<p><b>24/07/18</b> – New signage and general tidy up required for back gate area.</p> <p><b>28/08/2018</b> – on going. Nigel Grant said he will raise issue of speeding P Platers around back gate/back entrance</p> <p><b>23/10/2018</b> – Signage issue to be followed up with new Property &amp; Grounds Manager, Jason Brandon</p>	TBA	ongoing
Emergency Contact Guide/List	<p><b>23/10/2018</b> – Gerard Yorston will put together an Emergency Contact Guide/List for easy access to relevant contact numbers (especially after hours). These contact details are in the SPSSA Handbook, however, after SG enquiries, he has decided to compile this guide for all to use</p>	Gerard Yorston	ongoing