

## Minutes of General Meeting

<b>Date</b>	Tuesday 28 May 2024	<b>Time</b>	6.30pm
<b>Place</b>	St Paul's School, Innovation Centre		

### Minutes

**1. Welcome and opening prayer**

**2. Attendance:**

School representatives			
Alice Kullrich	Liaison office / Archivist		

Committee members			
(OL – Online)			
Seb Fick	Bobby-Lee Norton	Heidi parker	
Lisa Smith	Alice Kullrich	Glen Neville (OL)	
Melissa Bolton (OL)	Brittany Morgan	Lisa Smith (OL)	
Nicole Stevens	Andrew Auckland	Miriam kohl	
Kylie Stephan	Alex Mumme (OL)	Kye Macdonald	
Angela Teufel (OL)			

Visitors			
None			

Apologies:			
Amanda Barratt	John O'Sullivan Williams		
Lisa	Brendan Mikkelson		
Russell McBride			

**3. President's Comments**

**4. Acting Principal's Report – NA did not attend**

**5. Special Business: NONE**

**6. Confirmation of Minutes of Meeting held on Tuesday 24 April 2024 (as circulated)**

- Brittany Morgan - Motioned and Glen Neville - Second

**7. Fixed order of the day**

- Insurance quotes for SPSSA activities – Insurance taken out to cover Music in the dark – as the earlier vote

had allowed for cover – President went with reasonable quote.

- New Structure Committee Volunteers – Call for committee members
- SPSSA activities – Seb and Nicole

8. **Correspondence** – Standard NAB and advertising monthly letters

9. **Treasurers report** – As provided

10. **Business or Actions arising from previous Minutes/Meeting (see Action Table below)**

- Committees agreed to be created – also need to confirm who from the school will be attached to each one – need some volunteers – To create an ad in the next newsletter
  1. Community directory  
Nicole Steves
  2. SPSSA structure  
Nicole Stevens, Miriam Kohl, need a lawyer – Miriam to talk to Junior parent - Matthew Bradshaw
  3. Fete  
Nicole Stevens

11. **Confirmation of the Supporter Group Reports as circulated and any additions on the night (attachments)**

**Next Meeting** – 23 July 2024 – but room issues – will advise where it will be (postponed until 30 July 2024)

## Appendix 1. ACTION ITEMS

Open Action	Description	Action by Whom	Due Date
BAS Agent GST	<i>That the SPSSA appoint (SPSSA Treasurer) as our BAS Agent for GST (as per the 2022 Audit Report Advice) and to deregister the SPSSA.</i>	New Treasurer	Ongoing
Governance	Handbook & Constitution changes: for updating and review – Ongoing changes	President of SPSSA - Seb	Ongoing
Basketball	New President to continue the SG	President of SPSSA - Seb	TBC
Asset register	Miriam sent email to SG groups to provide whereabouts or sample of one already set up	SPSSA Secretary	Ongoing
Fete	2-year fete plan / team required - SPSSA general members want to create a committee to run events – Fete would be a big goal looking at end of year as likely spot (either this year or next depending on what is practical)	SPSSA Group	Ongoing
Communication	Global address book ask – Cheat list, email groups – Form sent out	SPSSA Secretary	Ongoing
Touch Group	Advice whether ongoing – no confirmation yet	SPSSA Secretary	Ongoing
Completed Actions	Description	Action by Whom	Due Date
Score Board	Acquisition of new score board – more information / cohesive plan to be provided to the groups – Group voted on amounts coming in from SPSSA and groups as nominated by own presidents and members	President of SPSSA - Seb	Ongoing
Debit Cards	Looking into 2 trial cards for purchasing food etc. – discussion with group – extremely expensive, maybe not worth it.	SPSSA President	Parked for now