

Cadet Supporters' Group

General Meeting held in SPS Cadet Shed Monday 2 June 2014

1. Meeting Opened

The meeting was opened by Paul Hardie (President) at 7.04pm.

2. Attendees and Apologies

Attendees: (as per the attendance register) being:

Parents	Paul Hardie (President) Ken Stansfield (Treasurer) Theresa Coates (Minute Secretary) Claire Collins, Lyn Nock, Carole Baker, Carole Baker, Rob Hyde, Ash Stanke, Tracy Dare, Michelle Hutton, Keith Hutton, Barry Coonan
Cadet Unit	LT(AAC) David Gertner,
Other	Nil

Apologies: Chris Wright

3. Minutes from 28 May 2014

Proposed: Tracy Dare **Seconded:** Claire Collins

"That the minutes are accepted as true and correct record"

Carried unanimously.

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4. Review of previous Actions Items arising from previous Minutes/Meeting

<u>Reference</u> <i>(YY.MM.item no)</i>	<u>Action Item</u>	<u>Responsibility</u>	<u>Due Date</u> <i>(month, YY)</i>	<u>Status report</u> <i>(updated monthly to report on progress until item completed.)</i>	<u>Status</u> <i>(not started, in progress, completed. Completed items stay on for the month they are completed and are then removed)</i>
14.02.01	Assess the option for the house at front of school to be provided as new Cadets headquarters (better training areas, access to Language Building) <ul style="list-style-type: none"> • Contact at SPS (who) and ascertain whether this could be available • If possible then consider: <ul style="list-style-type: none"> ○ What needs to be done incl maintenance ○ Costs involved 	Claire Collins, Lt Gertner, Paul Hardie and Stuart Barker	August 4 th Update	To be reviewed after Anzac Day	In progress
14.02.02	Follow up the prospect of obtaining Walkie Talkies, Compasses etc (funded by RSL)	Lt Gertner	June 2		In progress
14.03.03	Ascertain whether it is possible to obtain a copy of the Cadet Notebook – Information on Cadets - for distribution to cadets/parents. <ul style="list-style-type: none"> • Obtain, preferably, soft copy, or else printed copy that can be scanned and provided to Claire Collins • Copy to then be printed (at St Pauls) and distributed 	Claire Collins	August 4	Lt Gertner to get hard copy (from Cadet regional HO) and give to Claire Collins Claire Collins to arrange printing at St Pauls	In progress
14.03.04	After Rock Climbing at Kangaroo Point activity (8am-			Lt David Gertner to get numbers to Barry Coonan (Boat owner/parent) and	In progress

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	<p>11am)</p> <p>Charter Boat 'The Lady in Red' Cruise on Brisbane River with lunch (11am-12.30pm)</p> <p>Confirmation of numbers to be given to Barry Coonan and Theresa Coates for Catering</p> <p>Check access to lower area of Kangaroo Point to bring down food/catering supplies</p>	<p>Lt David Gertner</p> <p>Rob Hyde</p>	<p>June 16</p>	<p>Theresa Coates/Claire Collins for Catering (options of Hamburgers and Salad, Sausage Sizzle, Drinks, Plates, Cutlery)</p>	
14.03.05	<p>Contact list for Cadets and their parents in order to assist with car pooling, bbq helpers etc.</p> <p>Privacy issues discussed ie need to opt in.</p>	<p>Tracy Dare and Paul Hardie</p>	<p>August 4</p>	<p>Form distributed to parents at meeting and also via email.</p> <p>Parents to fill in and return to Cadet unit.</p> <p>Paul Hardie/Tracy Dare to complete contact list</p>	<p>In progress</p>
14.04.01	<p>Consider potential for cadets to use school bus for camps/excursions.</p> <p>Note: Cadet Headquarters cover costs of bus</p>	<p>Paul Hardie and Claire Collins</p>	<p>June 14</p>	<p>Large and small buses available from Bellbaker</p> <p>Smaller bus better financially for cadets</p>	<p>Complete</p>
14.04.02	<p>Noted that some of the parents were not getting communications. Options to ensure all parents received communications were discussed.</p> <p>Template to be prepared for issuing to Parents to confirm contact details ie to ensure they get minutes of meeting, Car Pooling, BBQ Helpers etc</p> <p>Include section where parents can insert questions and queries about Cadets (refer Item 14.03.06)</p>	<p>Tracy Dare to draft template</p> <p>Paul Hardie to issue</p>	<p>August 4</p>	<p>New contact forms distributed at general meeting 2/6/14. Parents to fill in and return to ensure update of information</p> <p>Parents can also get onto Cadet Net and check their contact details are correct.</p>	<p>In Progress</p>
14.04.03	<p>Confirm Catafalque Party/Ushers for Bray Park Dinner on 5 Aug (100th Year since the start of WWI)</p>	<p>Lt Gertner and Claire Collins</p>	<p>June 14</p>	<p>Claire Collins to inform senior cadets</p>	<p>In progress</p>

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5. Business/Actions arising from previous minutes

14.05.01	Update Cadet Calendar and give copy to Theresa Coates and Paul Hardie to send out with minutes	Lt Gertner	June 6		Not Started (new item)
14.05.02	Possibility of Website Link for Cadets in SPS newsletter	Mike Drew to check with Brendan Drew	August 4		Not Started (new Item)
14.05.03	<p align="center">Battalion Weekend 21-22 June at St Pauls School Oval 21/6/2014</p> <p>SPS Cadets return to St Pauls after Rock Climbing/Cruise and help get ready for Battalion Weekend</p> <p>Movie night and pizza</p> <p>Sleep in Hootchies</p> <p align="center">22/6/2014</p> <p align="center">Battalion Day</p> <p>*URGENT: VOLUNTEERS REQUIRED*</p> <p align="center">Running Sheet for the Day</p> <p>7am Cadets arrive from Enoggera Barracks to SPS and have breakfast</p> <p>8am Parade Practice (350 Cadets)</p> <p>12noon Lunch (350 cadets + family and guests)</p> <p>2pm Parade – Cadets, Drum Core, Nationals, Hosting Officer, Flag Party.</p> <p>Source costs for supplying bacon & eggs & Juice for 130 cadets arriving at 7am from Enoggera Barracks (supplied/paid by Cadet Headquarters)</p>	Lt Gertner	June 22		In Progress

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	Use of BBQ's from St Pauls, Shades, Tables, Cold Room?, Eskies Coffee Van Source costs/supplies for BBQ Lunch/Sandwiches/Drinks for 350 Cadets + Families & Guests Option of \$10 per person (voucher system??) (includes Hamburger, Drink and snack – Muffin/Fruit) Invite officials eg Mr Paul Browning, Heather Walker etc Extra Volunteers	Coffee Van booked for 11am-3pm (per Paul Hardie) Rob Hyde			
14.05.04	'Joining instructions' for months future events to be sent out	Lt Gertner	June 6		In Progress

6. President's Report

Paul Hardie indicated that there were no additional matters to report on.

St Paul's School (Bald Hills) Supporters' Association Inc. (SPSSA)

Paul Hardie advised that he did not attend the last SPSSA meeting. He stated that he will attend the next meeting on Tuesday 24 June 2014 and report back at the next Cadet Supporter's Group meeting and in the meantime, minutes of the SPSSA will be available on St Pauls Website in Parent Lounge.

7. Treasurer's Report

Ken Stansfield supplied balance of \$5790.25 for the St Paul's Cadet Financial Report as at 2 June 2014

Future Purchases: Flag Tops (Brass), Trophies, Update Trophies

St Paul's School (Bald Hills) Supporters' Association Inc.
Officer Commanding Report – Including upcoming events

Lt David Gertner provided this month's report which focussed primarily comprised on upcoming events etc – refer below.

* **Note:** Other New Events are being updated on Cadet Calendar – Lt Gertner to supply so calendar can be accurate (Refer to Action 14.05.01)

Upcoming Events/Camps/Activities

Activity (Attendees)	Date	Cost (\$)
<u>Rock Climbing at Kangaroo Point</u> followed by Cruise on 'The Lady in Red' down Brisbane River – Lunch supplied	Sat 21 June at 8am (finish by 12.30pm)	Nil
<u>Battalion Day pre-preparation evening</u> Cadets meet at Cadet Shed and help set up for Battalion Day. Movie and Pizza Night. Accommodation: Hootchies	Sat 21 June from 3pm (time TBC by Lt Gertner)	Nil
<u>Battalion Day</u> <u>All SPS Cadets to Attend + 350 Cadets from other Units</u> 7am Cadets arrive from Enoggera Barracks to SPS and have breakfast (SPS Cadet Supporters Group to supply) 8am Parade Practice (350 Cadets) 12noon Lunch - 350 cadets + family and guests (SPS Cadet Supporters Group to supply) 2pm Parade – Cadets, Drum Core, Nationals, Hosting Officer, Flag Party <u>**VOLUNTEERS URGENTLY REQUIRED**</u>	Sun 22 June from 6am-4pm	\$ 10 Lunch
<u>Bray Park 100 Year Anniversary for start of WW1.</u> Up to 4 Cadets to attend (Catafalque? Ushers?)	Tues 5 August 2014	Nil

8. General Business

- 8.1 All senior cadets to give Lt Gertner availability/commitments on weekends (eg. Sport etc). Activities / dates can then be made so that most can attend.

9. Application of Membership

There were several membership application forms completed which will be submitted by Paul Hardie at the next Association meeting.

10. Next meeting

Meeting schedule the 1st Monday of the month

Next meeting: Mon 4 August**

*(**Supporters: Please print minutes and bring with you to the next General Meeting).*

11. Meeting Closed

Meeting closed by President Paul Hardie at 8.01pm.