

Cadet Supporters' Group

**General Meeting held in SPS Cadet Shed
Monday 5 March 2018**

1. Meeting Opened

The meeting was opened by Marion Smith (President) at 7.30 pm.

2. Attendees and Apologies

Attendees: (as per the attendance register) being:

Parents

Marion Smith (President)
Sebastian Fick (Treasurer)
Tracy Dare (Secretary)
Jodie Gardener
Martine Hunt
Gavin Rush

Cadet Unit

CAPT(AAC) David Gertner,

Other

Nil

Apologies:

Nil

Minutes of General Meeting – Monday 5 February 2018

Proposed: Tracy Dare **Seconded:** Sebastian Fick

"That the minutes of the meeting held on Monday 5 February 2018 are accepted as a true and correct record"
Carried unanimously.

St Paul's School (Bald Hills) Supporters' Association Inc.
3. Review of previous Actions Items arising from previous Minutes/Meeting

Note: new comments for this month are in Blue

<u>Reference</u> (YY,MM.item no)	<u>Action Item</u>	<u>Responsibility</u>	<u>Due Date</u> (month, YY)	<u>Status report</u> (updated monthly to report on progress until item completed.)	<u>Status</u> (not started, in progress, completed. Completed items stay on for the month they are completed and are then removed)
17.09.04.01	Registration of Trailer (Haulmark)	David Gertner, Cameron Howes	Sept 17 Oct 17 Feb 18 May 18	17/9 Confirmed that the trailer will be registered in the name of the school. Capt Gertner and Claire Collins arranging 9/10 – still to be resolved. Claire liaising with Charles Sweeney. Marion Smith to follow up with Dr Browning. 5/2 David G to follow up with Nigel Grant 5/3 – David G and Cameron Howes to follow up.	In progress
17.10.09.01	Expenditure – replacement cheque for Rob Hyde (deceased)	Sebastian Fick	Oct 17 Feb 18 May 18	Sebastian to liaise with SPSSA to obtain a replacement cheque for \$150 for Rob Hyde (deceased).	In progress
17.10.09.02	Expenditure to be approved – wrap and signage for Trailer	Marion Smith	Oct 17 Mar 18 May 18	Quotation to be obtained for wrap/signage for Trailer and approved at next meeting. 5/2 awaiting registration 5/3 Quote to be obtained by David G when trailer registered – still awaiting registration.	In progress
17.10.09.04	Credit for Rope Climbing Course (2016) to be carried into 2018	Capt Gertner	Nov 17 Mar 18 May 18	Capt. Gertner to follow up with supplier to ensure that credit can be carried into 2018.	Not started.
17.11.06.02	Blue Card Applications	Sebastian Fick	Mar 18	All Exec Committee must have Blue Cards; Sebastian to attend. Need to be signed by the President of SPSSA. 5/2 – consider in	Not started.

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

				conjunction with office-bearers and committee members after March AGM	
18.02.05.01	Parade Card 2018	David Gertner	Feb 18	Issue Parade Card	COMPLETED
18.02.05.02	SPS Teacher Rep	Marion Smith David Gertner	Feb 18	<i>Follow up – Marion to follow up Dr Browning; David to follow up Nigel Grant</i> 5/3 – Cameron Howes appointed.	COMPLETED
18.02.05.03	Reconciliation of Funds	Tracy Dare/ Sebastian Fick	Mar 18 May 18	Source & Application of Funds (\$6,563.51 @ 5/2) – Tracy Dare and Sebastian Fick to undertake a reconciliation to determine the source of the balance funds and what it can be applied to/spent on. To be completed before Tracy Dare ceases with the unit to ensure a smooth handover	In progress

New Actions arising (this meeting)

					Not started
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4. Officer Commanding Report – Including upcoming events

Capt. David Gertner provided this month's report as follows:

- Unit numbers: enrolments up to 19 (15 cadets attended tonight). Circa 75% are St Paul's students. The majority are Year 7s.
- Note – can join cadets in the year turn 13 years old.

Action:

- **Upcoming events:**

- o **Recruit Course (1st Year cadets) – last week of school holidays**
- o **Anzac Day – Mon 23 April – Bray Park State School**
- o Anzac Day – Tues 24 April – St Paul's School plus Masonic Care retirement village at Sandgate
- o Anzac Day – Wed 25 April – Bray Park and probably Sandgate Dawn Service and Sandgate Main March..
- Possibility of some old computers from SPS for cadet unit.

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

5. Treasurer's Report

Sebastian Fick tabled confirmed no change to prior month – report to follow

Opening balance (9 October 2017)	\$6,563.51
Add: deposits	
- SPSSA Annul grant – governance payment	\$500.00
Less: payments	
-	\$0.00
Closing Balance (4 September 2017)	\$7,063.51
<i>Outstanding cheques/payments</i>	
- Rob Hyde reimbursement (rock-climbing) \$150	

Proposed Sebastian Fick **seconded** Tracy Dare

"That the Treasurer's Report as verbally reported be accepted"

Carried unanimously

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

Nil. Noted that the school fair had been held and gone well but details awaited.

7. General Business

There was no general business.

Action:

8. Application of Membership

There were no Applications for Membership.

9. Next General Meeting and AGM

Next meeting:

- o Normal Meeting - **Tuesday 8 May 2018 at 7.00pm** at Cadet Shed, St Paul's School

10. Meeting Closed at 7.55 pm

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