General Meeting 11th August 2011 **Auxiliary** **MINUTES**

Meeting opened 09.00 Welcome

**Attendance**

Karen Nightingale, Anne Bell, Suellen Rush, Tess Auckland, Kerry Barridge, Lorraine Birtles, Heather Briggs, Anne Jansen, Julie Deacon, Cheryl Rowbotham, Jodie Costello

**Apologies**

Claire Jackson, Bev Meikle, Jillian Ross, Wendy Charlton, Majella Wirth, Joanne Van Homrigh

**Minutes of Previous Meeting**

Moved Anne Bell Seconded Heather Briggs

**Correspondence In**

Bank Statements, lifeline bin accounts

 Thank you letter and tour brochure, yr 9 Rugby Tour

Emails Emails re MS Dance – Mr Barry, help required

 Promotion of Yr 12 parent function Jo Van Homrigh, Aasta Thomsen

Pat Greene re clock

Aasta re coffee machine

P. Sullivan re left over drinks etc from Battle of Bands

**Correspondence Out**

Emails Circulation of minutes, agenda & reminder of meeting

 Aasta confirming use of coffee machine for fashion parade

 Various re MS dance

 Advertising in Jnr School connections

 Promotion of Yr 12 parent function

**Treasurer’s Report**

Not available at today’s meeting. Will be emailed

Deposit book received

Outstanding cheques can take up to 15 months therefore unable to close accounts until finalised.

**Association Report**

Available on parent lounge, feedback given by Tess.

**Second Hand Book Collection and Sales**

Busy, with 4 or 5 new families, and approx. $600 income.

**General Business:**

**Senior Skating Night** 13th October no further action at this stage

**Middle School Dance** This Friday

Claire has cloak room under control

Heather has enough Middle school parent volunteers – required from 6.15pm

Discussed purchase of drinks from Battle of Bands, but as we already have enough, will get back to Mr Sullivan suggesting FSG or sell at upcoming athletics day.

Mr Barry arranging sausage sizzle, school security.

Anne B to help with stocking fridge Friday morning

**Shopping Tour** 16th October: Advertised date in Junior school newsletter, and newsletter. Deposit paid, to follow up and request stores to choose from. Has been a request to include shoes. Promote further from early September. Karen to follow up.

**Fashion Parade:** In the Link and school website. Ticket sales up to 20 already. Encourage pre purchase for catering.

Discussed coffee machines – big one from Kristie’s now plumbed in and cannot be moved. Have smaller ones that are not as efficient and noisy, Development office coffee machine uses pods at 80c each. Decided to use plunger coffee – can anyone that owns a plunger please bring in for use.

Tess is to arrange music, milk, gluten free cakes, serviettes

Kerry flower centrepieces for decoration x 2, 12 x vases with flowers, to be lucky tickets. Kerry to invoice for flower costs.

Anne arranging juice

Cheryl catering, coffee

Karen – raffle tickets

Set up in room from 2 – 4pm Saturday 10th. Arrange tables, chairs, raffle prizes etc.

Bring coffee plungers, serving trays etc. **Any volunteers welcome**

$60 cash from 2nd hand book sales to Anne Jansen for wine (and donated glasses). Thanks

Aim for one more model if possible.

**Foundation Day Cocktail Party** Advertised. Gold Sponsor secured.

Promote ticket purchase.

**Tennis Shade** Anne B to purchase 7 more beach umbrellas from Big W @ $40 each and deliver to ground staff. $280 cash from 2nd hand books used.

**PEC Courtyard Clock** Quote $3250 to repair, $5500 for a new one. Discussion re value of expenditure. It was decided that as this was a gift from 2008 Yr 12’s it would be a shame to not fix it. Proposed Kerry, moved by majority vote. (Repair not replace). Karen to notify Pat Greene

**Parent’s Yr 12 function** Can be official Auxiliary function – thank you to Mr Browning.

Request for co-contribution of $10 pp to a maximum of 150 attendees from sub committee.

Lengthy discussion re the function of Auxiliary and funding guidelines – to benefit maximum students, not to support parent functions. Aware that Auxiliary helped with costs last year but under exceptional circumstances, not as an ongoing funding. Meant to be cost neutral (user pays). On that basis, funding declined.

However, we are keen for this to be an ongoing function as trying to establish another ‘tradition’. Discussion re the viability and feasibility, hopefully have Yr 12 parents on Auxiliary for the next several years.

Auxiliary happy to assist with promotion, advertising, collection of money etc via retail shop. Aasta advised that there will be a mail out to Yr 12 parents in the next 2 weeks, so can be included with that if we get material to her by then. Also can be promoted in The Link etc.

**Future of Auxiliary**

We all agreed that the social aspects of the Auxiliary may not be met by other supporter groups, and it would be a shame to not continue with some functions we have worked hard to establish (eg dances). It was seen that the main role of Auxiliary was to support students with social activities – dances, skating etc, and the parent community with fashion parade, ball / cocktail party/ Yr 12 parent function. Funding will be limited. Need to encourage newer members, ?ask Junior School parents to be more involved at end of Jnr school time. It is noted that all supporter groups face this problem, and hopefully some who may have sat back and not taken executive roles will step up to continue the committee.

Meeting Closed **Next Meeting Wednesday 14th September**.

**Calendar Reminders for 2011:** These are a guide only and may change as the year progresses.

12th August Middle School Dance 6.30 – 9.30pm PEC

11th September Fashion Parade 10am – 12md Tooth Staff Room

14th September Meeting 9 – 11am Farmhouse

12th October Meeting 9 – 11am Farmhouse

13th October Senior School Skating (Thursday, 6.30 to 8pm)

16th October Shopping Tour

4th November Foundation Day Cocktail Party, Moda Portside 6 – 8pm

9th November Meeting and Christmas Lunch 9 – 11am Farmhouse followed by venue TBC

19th November (Saturday) Graduating Parents Function 5.30 to 7.30pm Venue TBA

25th November (Friday) Second Hand Book Collection Volunteers needed

26th November (Saturday) Second Hand Book Sales PEC Volunteers needed

**NB all monthly meetings are held in the Centre for Research, Innovation & Development which is otherwise known as the Farmhouse**