1. ATTENDANCE AND APPOLOGIES
Meeting Opened at 7:05pm with 12 in attendance and 7 apologies as per book.

2. MINUTES FROM PREVIOUS MEETING
Minutes were deemed a true and accurate record.
   Moved: A. Cunningham
   Seconded: S. Lusk

3. BUSINESS ARISING FROM MINUTES
   • Trivia Night:
     o Profit to date- $1,763 (As at 31/8/17)
     o Great feedback was received
     o Feedback survey forms handed out around the table, to be completed and returned when possible please.
     o Prizes still to be collected.

4. CORRESPONDENCE
   Available on the table.

5. CONFIRMATION OF EXECUTIVE COMMITTEE DECISIONS
   • Wage Increase for employees, As per Industry Standard

6. PRESIDENT’S RANT
   • Volunteers Needed urgently!

7. TREASURER’S REPORT
   Reconciled Balance: $63,914.45
   As at: 31/08/2017

8. PRINCIPAL’S REPORT
   School:
   i) Current enrolment stands at 666 (2 new enrolments this week, not already on list for 2018)
   ii) OSHC started with 30 this morning. Following up with families who have not completed enrolment paperwork. Want as smooth a transition as possible. Painting this weekend
   iii) Traffic Management with council
   iv) Follow up from previous meeting – enrolment capacity (for Facilities upgrade) 688
   v) Current Financial Statement as attached

   Learning:
   vi) Planning completed by teachers at end of term – further consolidation of CSC units of work
   vii) Absenteeism still at 94.1% (as at today)

   Workforce:
   viii) Transfers in (2) at this stage
   ix) Staff planning for 2018 is underway.

9. SUB-COMMITTEE UPDATE
**Chaplain Report:**
- Wanted to express her sincere gratitude for the positive support she has received from the P&C this year.

**Café:**
- Back Wall had white ant damage over the holidays – has been replaced
- Meal Deal Day to be held during the term – TBA
- Some Ice-creams had to be written off following the electrical cord of the freezer being pulled out from the wall.
- Lots of new stock items have been received following the trade-show
- Urgently need more paid/employed hours in the café.
- Follow up on QAST Membership
- Deep fryers – look into hire vs purchase costs

**Uniform Shop**
- 2018 stock has arrived.
- Order for library bags has been placed over the holidays.
- Convener position will need to be filled for 2018. Duties will include Uniform Shop and Café duties. Currently looking for expression of interest.
- Meeting to be held with Cheryl and Executive Members to discuss the parameters of hours and duties.

**Banking**
- Running a Senior and Junior school class competition for Term 4

10. **GENERAL BUSINESS**

**Term 4 Disco**
- Wednesday 29th November
- Graham has been confirmed
- Need to book hall
- Leftover stock to use include lollies from fete and Fairy Floss

**Rewards Day**
- Thursday 7th November
- Further discussion on which options we should go with.
  - Final Decision: Inflatable Maze for Senior and Jumping Castle for Junior Students
- Waiting on response from YMCA as they have expressed interest in supporting us.

**Bracken Ridge Carols**
- Still have not heard any word regarding if that is happening this year.
- In the event that it is on, do we want to hold a stall? If so, what would we like to sell?
  - Voted: Yes, Sno Cones, Glow Products, Fairy Floss.

**Café Expansion**
- Matt previously is currently putting together a basic current floor plan so we will can take them to a builder/designer to restart the process.

**Working Bee in P&C Shed**
- Following an inspection of the Shed in the next few days, we may need to arrange a working bee in 3 weekends time. We will access it in the next few days.
• Traffic Management
  • Shannon met with Amanda Cooper
  • We need to form a committee of 5-6 people
  • Will set a date.

• Soft Drinks
  • All expired soft drinks to be written off.

• Equipment Hire
  • Julie from McDonalds Bracken Ridge has asked if they can hire 2 of our “Dunny Throw” toilets and the signage for McHappy Day.
  • They will Pick-up from the hall next Friday 13th. We are asking if someone can get those items to the hall by Thursday – Kristen offered to look after that.
  • We need to approve the Equipment Hire Form for future events.
    ➢ Voted: All in favour

11. APPLICATIONS FOR MEMBERSHIP
   None received

12. CLOSE OF MEETING
   As at 8:43pm.
   Our next meeting will be on Wednesday, 1st November.

   Thank you to everyone for attending.