

Turner School Parents & Citizens Association

Minutes of the Executive Meeting, 7.00 pm Tue 4 April 2023, School Hall

It is preferred that agenda items are notified to the Secretary, Vice President or President one week before the meeting and, if required, accompanied by a written report, and a written proposed motion.

The Turner School Parents and Citizens Association aims to improve the academic, social and emotional outcomes of students regardless of a student's ability, race, gender, religion or socio-economic status.

All members should remember to be punctual and be prepared, listen without interrupting, speak briefly and criticise the ideas not the person.

1 Welcome, Acknowledgement of Country and opening remarks (Chair)

We wish to acknowledge the traditional custodians of the land we are meeting on, the Ngunnawal people. We acknowledge and respect their continuing culture and the contribution they make to the life of Canberra and this region. We would also like to acknowledge and welcome other Aboriginal and Torres Strait Islander people who may be attending this evening's meeting.

Present: Helen (Mel) Bell, Maureen Brauers, Chris Hall, Yian Noble, Amanda Bruce, Allison Edmonds, Antonia McGuire, Heather Hill.

1. Welcome:

1.1 The meeting was opened by the Chair at 7.02pm and they thanked everyone for attending.

1.2 **Apologies:** Annie O'Connor.

1.3 **Previous Meeting Minutes (18 Oct 2022 and 28 Feb 2023)**
Agreed.

2 Strategic Priorities

In discussion it was suggested a Friday afternoon 'play date' coffee cart (investigate using the Sly Fox which was approximately \$350 for drinks for adults) and then host a play date with a sausage sizzle. This would target K-2 with junior choir singing.

In addition, other connection opportunities discussed were a week 4 coffee cart morning (Fri 19 May 8.15 am to 9am); 26 May BBQ and play date with Junior Choir 3-4.30 pm; 21 June Disco, targeting target P-2s. **ACTION:** the Chair undertook to follow up out of session.

3. Other Business

3.1 Presidents Report

The president gave a short verbal report and thanked people for coming.

3.2 Treasurers Report

The president advised that there were challenges getting new bank signatories organised, and this was being followed up. There was no change in the net financial position (\$29,000).

3.3 Principal's Report

The Principal advised this would be emailed through.

3.4 Board Report

Next Board meeting will be held tomorrow night. Elected were Chris, Annie, and Damien Prentegest. There will be a report back at the next meeting.

3.5 Public Officer Update

Nil

3.6 Communication (Facebook, newsletter update)

The newsletter was discussed, and Facebook admin and moderation sharing was in place with Pria.

3.7 Friday Lunch Orders and canteen coordinator

Stephanie (coordinator) has plenty of volunteers, looking for handover for 2024.

3.8 Correspondence

Nil

4 **Next meeting dates:** 6 June then 25 July 2023

5. Closure

5.1 The Chair closed the meeting at 7.45 pm.

ATTACHMENTS

A. Action List

A Action List

	Action	Responsible	Date	Status (at April 2023)
1	Paperwork for 2023 Committee to drafted, and registered with access Canberra	Public Officer/ Secretary	February 2023	Amanda to text Annie to get paperwork signed
2	Required information relating to the charities re-registration to be collated and prepared for submission	Public Officer	February 2023	Re-register, using the gmail account as the primary contact method
3	President to draft communications for inclusion in the newsletter to raise parent involvement, seek additional office holders, and communicate opportunities for connection in 2023	President	February 2023	<ul style="list-style-type: none"> - target recruitment of a Treasurer and other positions - circulate a copy of the Community Connections document, with electronic sign up tools, to assist parents to target volunteer activities in 2023 that match their interest and capacity whether this be via formal P&C participation or involvement in an ad-hoc basis with discrete activities - draft a survey to seek community feedback on how best to allocate the majority of

				P&C funds.
4	A signed copy of the AGM Minutes will be required to be presented to Bendigo Bank to enable the President and interim Treasurer to be added to the account, and Ms Nicola Gibson and Mr Ole Nielsen to be removed from the account.	President	February 2023	Not yet commenced
6	The Secretary will enquire regarding a potential auditor for 2023	Secretary	February 2023	Enquiries not forthcoming
7.	the Chair undertook to follow up out of session a number of activities to increase connections	President	April 2023	Not yet commenced.