



# Eimeo Road State School P&C Association Meeting Minutes



21 Eimeo Road, Rural View  
MACKAY QLD 4740  
Ph: 07)49 697 111 Fax: 07) 49 697 100  
ABN: 23635476885 Email: pandc@eimeoroadss.eq.edu.au

### E.R.S.S P&C Association Executives are:

**President:** Karen Crompton      **Vice President:** Darryl Barker  
**Secretary:** Annette Barker      **Treasurer:** Amy Halstead

**Meeting Location:** Eimeo Road Primary School Admin building, in the staff room.

**Date:** Tuesday the 22<sup>nd</sup> of April, 2014      **Start Time:** 6.55 pm

**Present:** 10 in attendance.

**Apologies:** 8

**Previous Minutes:** Previous minutes were accepted by the attending meeting members as read and correct, a motion was moved by Annette and seconded by Hayley, Carried.

Meetings order of business is as follows: Reports followed by General Business continuation from previous minutes then new general business.

## President's Report - Karen Crompton

President Report – April 2014

I hope everyone had a great Easter, enjoyed the time off and feel fully recharged for the new term ahead.

We ended the last term on a positive note with a successful hotdog day. I'd like to thank everybody that volunteered in the run up to it and on the day.

We have a busy few weeks ahead of us. The school photographs are coming up which parents will need to buy white polo shirts for. If anyone would like to help in the uniform shop to pre-empt the rush it would be gratefully appreciated.

Also, we have Mother's Day gifts to sell to the children. They have all been delivered and we are excited about their reactions to the gifts we have chosen. Please could we have some volunteers to help with the running of this stall too? If you know anyone else, as well, who would like to help we would love to have them on board. It has been a very popular venture in the past and I look forward to us making this a success too.

Karen Crompton

End of report. Karen Crompton - ERSS P&C President

**Open to members for discussion:**

**No discussion.**

## Secretary's Report - Annette Barker

See attached Petty Cash spreadsheet. No change from last months record.

Eimeo Road State School P&C Association		PETTY CASH RECORD - Term & Year: 1 - 2014				All receipts must be kept with this sheet until taken by Treasurer & petty cash reimbursed. Totalled & reimbursed each term or as required. Entries required: Total Spent, Cash on Hand, Total, then Balance on hand, cheque & Reimbursement (total in tin) See pg 50 of A/C Manual	
For purchases/reimbursements of less than \$30 unless approved by Executives							
Date	Description / Item	Receipt Rec'd From (Initials)	Cash In	CASH PAID	Breakdown		
					For? (Name/Dept)	Stationery (Office Admin Invoice)	Misc / Other (Invoiced)
Followed on from the previous term after the last P&C Meeting for 2013.							
19/11/2013	s/steel tube & flange ends	Darryl Barker		\$ 35.90	Uniform Shop		\$ 35.90 \$ 64.10
25/11/2013	5 x 12 pk clear loorbags	Karen Crompton		\$ 5.00	Karen Crompton		\$ 5.00 \$ 59.10
25/11/2013	Tissue Paper, cello, red curl	Karen Crompton		\$ 13.80	Karen Crompton		\$ 10.98 \$ 48.10
10/12/2013	self adhesive foam tape (24x6mm grey)	Darryl Barker		-\$ 52.65	Uniform Shop	\$52.05	-\$4.05
18/02/2014	Replenish Petty Cash Cheque H000102	Amy Halstead	\$ 104.55		Annette Barker		\$ 100.00
4/03/2014	Pens and white sticky dots	Amy Halstead		\$ 7.50	Dollarmites	\$ 7.50	\$ 92.50
11/03/2014	fluro tubes and starters	Darryl Barker		\$ 13.45	Uniform Shop		\$ 13.45 \$ 79.05