

Stanmore Public School P & C Association

Minutes of the extra ordinary meeting that was held on Wednesday 10 July 2013.

As it was school holidays the meeting was held at the Salisbury Hotel Stanmore and commenced at 7.33 pm.

1. **Present** – Rebecca Cox, Mark O'Donnell, Adam Shapiro, Deahna Shearin, Kathryn Hillier, Miles Petkovich, Sue Rose, Kylie Williams, Janet Cooksey, Stephen Jackson, Sarah Cleary, Lea Dawson
2. **Apologies** – Buzz MacKenzie and Madi Morrison
3. **Welcome** – Kylie opened the meeting and made the appropriate acknowledgments to the country.
4. **SAKG Update** – the kitchen build is progressing and we currently have the plumber and electrician in there working. The nib walls are done and the floor is almost complete apart from the laundry which has been delayed due to problem with the security system cupboard.

Installation of the splashbacks, some electrical work and painting (of raw bricks) remains outstanding.

5. **New Business**

Finalising the Kitchen - the formal opening of the kitchen has been scheduled (by the school) for 1 August.

Concerns have now been raised about our ability to meet this deadline. Our volunteers have been working every Saturday for some months now and are understandably tired. They are running out of steam and numbers are dwindling. Given the fixed deadline we are now considering the need for external help in the form of paid tradesmen.

Miles anticipates that we will need \$2,000 plus GST to finish the range hoods (extractor fans) plus another \$720 for help with the cabinetry. He has also sought three (3) quotes for painting using Dulux or Taubmans paint. One quote came in at \$4,000 and another at \$2,600. The third tradesman withdrew. Sue has full details of all the quotes. Whilst we could ask the volunteers to undertake the painting it is fiddly and time consuming with lots of cutting in.

We also need to pay someone to install the splashbacks which should take one day at a cost of \$40 per hour.

After much debate and consideration a motion was put forward by Rebecca and seconded by Adam and Kathryn. It was agreed to approve additional funding of up to \$6,500 to meet these costs and ensure that the kitchen is complete in time for the opening.

Opening Ceremony – Stephen is coordinating the invitations. At this stage it is unclear if the opening will involve any fundraising. There also seems to be the expectation of P&C manpower on the day however we are somewhat reluctant on both fronts as it is felt that the day should be one of celebration.

Pizza Oven – this has been ordered by the school. As a committee we have undertaken to build the kitchen and regard the pizza oven as a separate issue and one for the school.

Reconciliation of Accounts – up until now a great deal of the kitchen build has been done on trust, however the general feeling was that now is the time to clarify expectations. We have already spent \$40,000 with approximately \$18,000 still to come. There was a great deal of discussion and concern about who has paid for what.

Action Point – Treasury to provide a summary of payments and review all outstanding accounts.

Given the concerns of the group a motion was raised by Mark O'Donnell and seconded by Sue Rose. It was agreed to ask the school for a full reconciliation of the following:

- Total spent to date
- Committed amount
- Uncommitted amount

The reconciliation should be clearly divided into school / P&C / SAKG Grant, plus the additional \$6,000 grant from council.

We also need to know how much of the original \$66,000 grant from Stephanie Alexander remains.

Meeting closed at 8.24 pm