



ASG General Meeting  
MINUTES OF MEETING  
6:00 PM Monday, 18 March 2024  
S Block Staffroom

1. Meeting Open

Meeting Opened By Karalyn Herse at 6:05 PM

2. Attendance & Apologies

**Attended**

Adrian Sands  
Jacqueline Parker  
Karalyn Herse  
Kym Benckendorff  
Patrick Sheehan

**Apologies**

Carl Smith  
Jodi P&C Bus Ops Manager  
Nicole Crouch  
Suzanne Morris

Other Attendees - John Vaughan

Other Apologies - Montana Woolnough

**Attachments**

[2024 P&C Membership Application Renewal.pdf](#)

3. Confirmation of the minutes of the previous general meeting

**Motions**

The minutes of the meeting held on 19 Feb 2024 were a true and accurate record.

**Status:** Carried    **Mover:** Patrick Sheehan    **Second:** Adrian Sands

**Attachments**

[2024-02-19 Minutes - ASG General Meeting](#)

4. Business arising from the minutes of the previous general meeting

**Action Items**

[221107-272 investigate stock at Bunnings](#)

check out Bunnings stock and ask Adrian what is suitable before we approach Bunnings for a donation, or possible purchase by AG Committee.

29/5/23 Items purchased from Bunnings. Discuss with Ag Leader on next steps for pot painting in conjunction with Bunnings workshop

28/8/23 Paint has been approved by Deputy Principal. Awaiting further action. Bunnings letter drafted.

6/11/23 Defer until 2024. Bunnings have agreed to facilitate the workshop & donate the stock. It is intended to conduct the workshop in early March. Letter to Bunnings to be sent in Feb. Adrian to follow up

19/02/24 Adrian Sands confirmed Bunnings donated \$100 gift voucher. It has not been allocated to a specific use as yet.

Pot painting workshop materials - Letter to Bunnings for request for pot donations is yet to be sent. Workshop unlikely to be held in March 24. Confirmation required for Bunnings donations & then date for workshop with the intention of the painted pots available for Mothers Day stall.

18/3/24 Letter from Principal to be signed before confirming Bunnings will facilitate workshop & provide pots/equipment. Workshop to be conducted before Mother's Day. Adrian to have letter signed & confirmed with Bunnings.

**Due Date:** 29/04/2024    **Assigned To:** Adrian Sands

[230220-278 Investigate possible chook tractor as raffle prize with Business Manager](#)

29/5/23 Not able to provide as a raffle prize. Corey explained what a chook tractor was. Previous Ag committee discussed donating to the Riding for Disable charity - Ag leader. More details to come.

28/8/23 Riding for the Disable are keen to take up the opportunity to fundraise using the chook tractor. Follow up with what is needed to make this happen

06/11/23 Awaiting confirmation of what is required to be organised

19/02/24 Adrian has been consulting with the School's Business Manager to determine legal issues of donations. Late 2023, Riding for the Disabled indicated interest still in the donation. Gain further direction from the School's Business Manager.

18/3/24 Adrian to gain direction from the Business Manager for donation of the chook tractors.

**Due Date:** 29/04/2024    **Assigned To:** Adrian Sands

[230828-316 Discussion at next ASG meeting in regards to transition from European bees to native Australian Bees](#)

Discussion was not transition from European bees to native bees. It was to adopt native bees as well as European bees. In light of the Virola mite infestations in European bees. It would be wise to adopt native bees.

19/02/24 Adrian is investigating IDT constructions of the bee hive boxes & undertaking the 1 day Tim Heard course. Further action can not be taken without determining hive construction.

Carl presented information supporting the adoption of native bees & take up of actions to reduce Virola mite infestations. Information was presented on native bees & how FGSHS could adopt them. Additional activities could be building native bee boxes & bee friendly gardening. It was discussed that IDT may be prepared to build the bee boxes.

It was determined that investigations would be undertaken to develop the curriculum for native bee keeping. ASG determined to fund the purchase of the Australia Native Bee Book.

Adrian to investigate construction of the boxes with IDT & undertake the 1 day course with Tim Heard through PD. C Smith & A Sands to plan the curriculum design.

18/3/24 Adrian has provided plans of bee boxes to IDT. Mock ups have been constructed. IDT in process of determining what classes will construct boxes. Adrian was unable to attend the Tim Heard workshop. Adrian will follow up with IDT.

**Due Date:** 29/04/2024    **Assigned To:** Adrian Sands

#### [230828-317 Prepare curriculum documents for composting station](#)

Carl Smith has researched composting stations through discussions with the manufacturer. He has identified a range of education materials that are useful to the establishment of a composting station as well as curriculum design. Electronic and paper-based materials are available.

A letter has been drafted and is awaiting the Principal's signature to be sent to Bunnings requesting donation of the bins and materials to establish the composting station.

Carl discussed the concept of providing organic waste bins and an education campaign for the school to use organic waste bins correctly. Karalyn identified the Department of Environment & Science may have a support program for education on the circular economy.

Karalyn to investigate education programs from the Department of Environment & Science.

Carl to approach Brisbane City Council for donation of green bins.

Adrian Sands and Carl Smith to plan curriculum design.

19/02/24 Bunnings have not yet confirmed support for donation of composting bins. Carl Smith continuing to investigate access to the bins. Karalyn Herse has investigated education resources available from Qld Government. Curriculum design will occur when bins have been secured.

18/3/24 Bunnings have provided \$100 donation. Carl is continuing to investigate alternative suppliers of composting bins. Karalyn has identified education resources regarding composting on Department Environment & Science websites which would be available for curriculum design. Design will occur when bins have been secured.

**Due Date:** 29/04/2024    **Assigned To:** Carl Smith

#### [231106-326 Adrian Sands to investigate the Principal's support for the letter to Mark Furner MLA.](#)

19/02/24 Carl Smith has drafted a letter to meet with Mark Furner MP to discuss funding to Agriculture infrastructure.

18/3/24 Adrian will follow up on the letter from Carl & gain the Principal's signature.

**Due Date:** 29/04/2024    **Assigned To:** Adrian Sands, Carl Smith

## 5. Correspondence - inward and outward

Nil

## 6. Business arising from the correspondence

Nil

## 7. Treasurer's report and financial statement

Discussion on ASG expense line to be included in 2024 budget for honey pots up to the value of \$250.00

Purchase of Tim Heard's Native Bee book as discussed at Nov23's meeting

Lamb income sales - Adrian to investigate with the Business Manager the funds from lamb sales to potentially be included in the ASG budget

### Attachments

[ASG Treasurer Report Feb24.pdf](#)

### Motions

Accept ASG Treasurer's February 2024 reports as tabled

**Status:** Carried    **Mover:** Karalyn Herse    **Second:** Patrick Sheehan

Motion for honey pots up to the value of \$250 to be included in the 2024 ASG budget

**Status:** Carried    **Mover:** Karalyn Herse    **Second:** Jacqueline Parker

Motion to approve Adrian Sands to purchase Tim Heard's Native Bee book up to the value of \$100.00 (motion approved Nov23 but not ratified by main P&C)

**Status:** Carried    **Mover:** Karalyn Herse    **Second:** Jacqueline Parker

### Action Items

Adrian to investigate with the Business Manager the funds from lanm sales to be included in the ASG budget

**Due Date:** 29/04/2024    **Assigned To:** Adrian Sands

## 8. Ag Department report

No Ag Department report available.

Adrian did advise that a successful farm tour was conducted.

## 9. General Business

Nil

## 10. Applications for membership

2024 P&C Membership forms to be completed for acceptance at the P&C AGM - Monday 25th March 2024 - membership forms provided to vistors

## 11. Meeting Close

Meeting closed at 6:47 PM

### Next Meeting


#### ASG General Meeting

6:00 PM, Monday, 29 April 2024

S Block Staffroom

### Actions Summary

Last modified: 20/04/2024 10:31 PM

  
29/4/2024

#	Title	Assigned To	Due Date	Completed
	Adrian to investigate with the Business Manager the funds from lanm sales to be included in the ASG budget	Adrian Sands	29/04/2024	
221107-272	investigate stock at Bunnings	Adrian Sands	29/04/2024	
230220-278	Investigate possible chook tractor as raffle prize with Business Manager	Adrian Sands	29/04/2024	
230828-316	Discussion at next ASG meeting in regards to transition from European bees to native Australian Bees	Adrian Sands	29/04/2024	
230828-317	Prepare curriculum documents for composting station	Carl Smith	29/04/2024	
231106-326	Adrain Sands to investigate the Principal's support for the letter to Mark Furner MLA.	Adrian Sands, Carl Smith	29/04/2024	

### Motions Summary

#	Title	Mover	Seconder	Status
	The minutes of the meeting held on 19 Feb 2024 were a true and accurate record.	Patrick Sheehan	Adrian Sands	Carried
	Accept ASG Treasurer's February 2024 reports as tabled	Karalyn Herse	Patrick Sheehan	Carried
	Motion for honey pots up to the value of \$250 to be included in the 2024 ASG budget	Karalyn Herse	Jacqueline Parker	Carried
	Motion to approve Adrian Sands to purchase Tim Heard's Native Bee book up to the value of \$100.00 (motion approved Nov23 but not ratified by main P&C)	Karalyn Herse	Jacqueline Parker	Carried