



PSSG General Meeting
MINUTES OF MEETING
6:00 PM Monday, 27 November 2023
Online

1. Meeting Open

Meeting Opened By Nathan Percy at 6:00 PM

2. Attendance & Apologies

Attended

Anita Filippini
Keith Shaw
Monica Melgar
Nathan Percy
Nicole Crouch

Apologies

Jodi P&C Bus Ops Manager

All 2023 memberships will lapse in March 2024.

2024 P&C Membership application attached & available via school website.

Attachments

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

3. Confirmation of the minutes of the previous general meeting

Error in correspondence entry. Correspondence from Mark Furner regarding Sports Award Night is to be added to this meeting's records.

Attachments

[Mark Furner email 27th October 2023.pdf](#)

Motions

231127-001 The minutes of the previous meeting, held on 30 Oct 2023, were a true and accurate record.

Noting the correspondence was not attached to the record and has been added to the meeting held 27th November.

Status: Carried **Mover:** Nathan Percy **Second:** Anita Filippini

Attachments

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

Sports Awards Wrap Up. No negative feedback. Food leftover and only one packet of chips sold. Better to over cater and not have last year's issues. All available school tables were used (45 roughly). Need to source more if more are needed in future. All figures will be available for the next meeting.

Raffle - sold roughly 200 tickets. Will need to plan ahead for next year with access to Rebel unlikely. The school notes that next year will likely have a different structure. Certificate awards presented at assembly possibly.

Will be held 12 Nov 2024.

FAST Awards - Due to the timing of the awards and not meeting the quorum at the meeting scheduled for 20th November, decisions were made by AM, NP, KS & NC regarding the catering for the awards last week. It was agreed that catering would be as suggested by the PE dept. Subway, water & soft drinks costing up to \$1700. This would require an increase in the budget by \$300.

Subway catering worked well. Quantities were on point. Very limited leftovers.

The school may look to combine these two events next year. PSSG doesn't expect too much change in the numbers, given the cross over of the two attendee lists. PSSG will need notice of changes to allow for planning/budgeting.

Colour Fun Run - 29th November. The powder has arrived & been paid for. PE Dept has received ok re toxicology report. Qld Fire Service has cancelled the fire truck. No longer able to be involved due to health and safety requirements. PE Dept will arrange for sprinklers to be on. As at 20th Nov there had been no response from the army involvement. PSSG unaware of any update as at 27th Nov.

Iceblocks need to be ordered.

Nathan, Keith & Anita are unavailable.

Nicole & Monica are available depending on timing.

Volunteers will need to be sourced.

Motions

231127-002 Increase the budget for the FAST Awards to be \$1700 to allow for catering from Subway + drinks from canteen.

Status: Carried **Mover:** Nathan Percy **Second:** Keith Shaw

Action Items

220315-003 Plan for getting professional/coaching/player development assistance program into the school.

HPE Department to provide priorities for coaching and how support from the PSSG can be utilised.

PSSG has agreed to provide a \$3,000 donation to support coaching resources at the school.

Neil to confirm arrangements with School Business Manager.

14/02/23 Update to action item 220315-003: Neil confirmed he needs to follow up with school business manager regarding donation from PSSG to fund professional coaching services for Ferny Grove sports teams.

17/8/23 Update to action item 220315-003: Stuart will review with BM and Neil to see where things stand. HPE Dept is looking to source resources through other providers. Need to consider other budgets available - FAST, etc. Also consider rules/regulations regarding the use of donation funds vs grant funds. Funds are allocated from previous years budget. Allocated to Sturat Sprott - not a current 2023 P&C member

30/10/23 - ongoing discussion between school leadership & PE staff. Looking to have two qualified league coaches in 2024.

Also looking to build on relationship with West Arana.

Improving the gym space is a priority. The current space does not accommodate the number of students required. Low ceiling height also an issue.

Due Date: Monday, 20 November 2023 **Assigned To:** Neil Popplewell

[231030-001 Sports Awards items to check with P&C Bus Ops Manager](#)

Is there a possibility to use leftover supplies from other committees?

How many iPads/Squares will we have access to?

Check balance of Athletes Foot vouchers. Confirm number of vouchers held.

Arrange to purchase more vouchers using bursary from Mark Furner MP

Due Date: Sunday, 5 November 2023 **Assigned To:** Nathan Percy **Completed:** Tuesday, 14 November 2023

[231127-001 Order iceblocks from canteen](#)

Confirm numbers from Flexischools orders & purchase this number of iceblocks.

Due Date: Tuesday, 28 November 2023 **Assigned To:** Nathan Percy **Completed:** Wednesday, 31 January 2024

[231127-002 Put call out for volunteers.](#)

PE Dept to confirm what volunteers are required

Due Date: Tuesday, 28 November 2023 **Assigned To:** Nathan Percy **Completed:** Wednesday, 31 January 2024

5. Correspondence - inward and outward

Email from Mark Furner's office - confirming Electorate Officer, Laurence Brown, will act as his representative to present the Sports Leader Award

Attachments

[Mark Furner email 9 November 2023.pdf](#)

6. Business arising from the correspondence

7. Treasurer's report and financial statement

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Oct 23 financials

Income received has been the bursary donation from Mark Furner MP towards the Sports Awards event & no expenses have been incurred this month.

Therefore the PSSG EOM balance @ 31/10/23 was \$15,590.82 plus \$250 float = **\$15,840.82**

Move motion for PSSG funds @ Dec23 to be retained to use towards 2024 future goals.

All 2023 parent reimbursements must be received please by Tuesday 5th December 2023

Any further donations for 2023 to be made to the school please ensure these are motioned at your Sub-Committee meeting & then ratified at the last P&C meeting of the year which is being held Monday 4th December 2023.

All previous Athletes Foot vouchers have been used. 2 new \$50 vouchers with P&C. Suggesting they be used as awards at the swimming carnival.

Attachments

[PSSG Treasurer Report Oct23.pdf](#)

Motions

231127-003 Approve financial reports as presented for October 2023

Status: Carried **Mover:** Keith Shaw **Seconder:** Monica Melgar

231127-004 PSSG funds 31 Dec 2023 be retained to use towards 2024/future goals

Status: Carried **Mover:** Keith Shaw **Seconder:** Nathan Percy

231127-005 2 x \$50 vouchers from Athlete's Foot to be used as prizes at the 2024 Swimming Carnival

Status: Carried **Mover:** Keith Shaw **Seconder:** Nathan Percy

8. Sports Department report

Abbey Medland will continue in the Acting role for Term 1 of 2024. Likely to be ongoing.

An update of the FAST program was provided at the FAST Awards night. Program will specialise in Rugby League / Touch Football for students joining the program in Year 7 2025 and provide opportunities for Years 11 & 12.

No change for those already in the program.

9. General Business

2024 Sub-Committee Meeting dates - 2 meetings in Feb (General meeting & Election of Office Bearers)

Proposed dates:

05.02.24 04.03.24, 13.05.24, 15.07.24, 19.08.24, 14.10.24, 04.11.24.

It is noted that the P&C currently has a survey open for suggestions that may be looked at in the future. It may be helpful for interested parties to highlight the need for improved gym facilities, given the changes to the FAST program.

10. Applications for membership

11. Meeting Close

Meeting closed at 6:16 PM

Next Meeting

PSSG General Meeting

6:00 PM, Monday, 5 February 2024

HPE Staffroom

Actions Summary

#	Title	Assigned To	Due Date	Completed
220315-003	Plan for getting professional/coaching/player development assistance program into the school.	Neil Popplewell	Monday, 20 November 2023	
231030-001	Sports Awards items to check with P&C Bus Ops Manager	Nathan Percy	Sunday, 5 November 2023	Tuesday, 14 November 2023
231127-001	Order iceblocks from canteen	Nathan Percy	Tuesday, 28 November 2023	Wednesday, 31 January 2024
231127-002	Put call out for volunteers.	Nathan Percy	Tuesday, 28 November 2023	Wednesday, 31 January 2024

Motions Summary

#	Title	Mover	Seconded	Status
231127-001	The minutes of the previous meeting, held on 30 Oct 2023, were a true and accurate record.	Nathan Percy	Anita Filippini	Carried
231127-002	Increase the budget for the FAST Awards to be \$1700 to allow for catering from Subway + drinks from canteen.	Nathan Percy	Keith Shaw	Carried
231127-003	Approve financial reports as presented for October 2023	Keith Shaw	Monica Melgar	Carried
231127-004	PSSG funds 31 Dec 2023 be retained to use towards 2024/future goals	Keith Shaw	Nathan Percy	Carried
231127-005	2 x \$50 vouchers from Athlete's Foot to be used as prizes at the 2024 Swimming Carnival	Keith Shaw	Nathan Percy	Carried

