

Minutes

**Booragoon Primary School
Parents & Citizens Association
Executive Committee Meeting**

**Tuesday 22nd November 2016 – 8.05am to 8.10am
Venue: School Library**

Executive Attendees –Barbara Horan, Ashley Bird, Hamish McElwee (by phone), Sandra Putt, Samantha Khoo

Non Executive Attendees – n/a

Note: All motions passed at the Executive meeting must be ratified at the next general meeting of the P&C on 30th November 2016.

Background: At the October P&C meeting, Kendall Brown presented the committee with quotes received for new canteen screens and a dishwasher. As there wasn't a quorum to vote, no motions were passed at that meeting. To ensure that the canteen screens and dishwasher would be installed prior to the end of Term 4, an Executive Committee meeting was therefore held to expedite the process.

With the completion of the canteen mural, it was proposed that new canteen screens were fitted as the current ones were detracting from the overall look of the canteen. Furthermore, it was proposed that a new dishwasher and bench be installed to not only speed up the clean-up process but to also attract more volunteers.

Item No	Content
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1	Motion:
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To allocate \$1700 for new canteen screens (stainless steel lifetime quality).	Passed
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The meeting was closed at 3.20pm.

2	Motion:
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To allocate \$4490 for a new dishwasher (\$3690) and bench (\$800) in the canteen.	Passed
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The meeting was closed at 8.10am.