

HILLARYS P&C

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TERM 2 GENERAL MEETING - MINUTES

Date: 2 June 2026

Time: 7-8pm

Location: Hillarys Primary School

ATTENDANCE

Victoria VOLONTA	Chloe MORRIS	Margaret RULE	Kellie NEIBERDING	Monique SPERRING
Marisha KEMP	Eloise ASHMAN	Kate BRENNAN	Michelle MINCHIN	Amy BROWN
Ashlee WYNYARD	Emmalee SZYMCZYK	Kristie PRING	Raechelle DAULBY	Corinne IZZI
Denise DEWING	Sally BENNETTS			

Apologies:

Trevor MITCHELL

Jay MUNDPUI

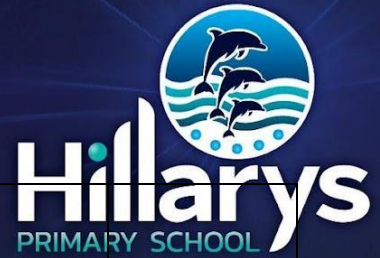
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ITEM	DESCRIPTION	ACTION BY	DATE
1.	Acknowledgement of Country		
2.	Confirmation of Minutes of Previous Meeting		
	General Meeting 04/05/2026	ALL ☒	
3.	Correspondence		
	Laura Rose – Hillarys Netball club – awaiting bank transfer	Margaret/ Chloe	
4.	Reports		
4.1	President's Report - Growth in membership and volunteers - Suggest that event coordinators can start 'work groups' for event planning and organisation and only update the general meeting about key points. This is to allow General Meetings to run at a schedule of generally one meeting in Term 2, one in Term 3, and two in Term 4, while noting that this year had been busier than usual - Key requests: - event leads, please aim for financial motions to be tabled at General Meetings - event leads, please write down main steps involved in organising event, what worked well, lessons learned after each event, so the P&C can build practical checklists / 'How to guides' and avoid repeating mistakes in future years.	Victoria Event leads / coordinators Event leads / coordinators	
4.2	Treasurer's Report - Bank balance growing - Desire to proceed to procurement for committed items, as many parents would like funds used while their own children are still attending the school	Chloe	
4.3	Principal's Report – separate report Request for motion to proceed with procurement of aircondition (cooling / heating) for assembly area in T3.	Monique in Trevor's absence	
5.	General Business		
5.1	MOTION: A motion was raised and approved to commit \$28,000 towards procurement of air conditioning for the assembly area. This area is used for out of school and vacation care, assemblies and incursions. Ongoing maintenance and operating costs will be funded by the school. Actioned: Approved.	APPROVED ☒	

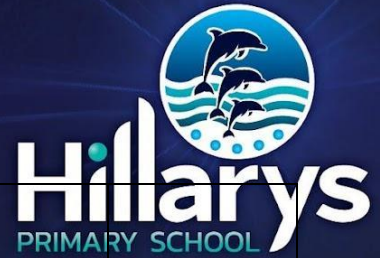
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	Next steps: Monique to liaise with Department of Education Procurement to request quotes.		
5.2	Previous event – P&C day Overall a well-run event with good community feedback. Event lead to please write a quick checklist / how to guide / lessons learned document for future reference. Previously approved motions in appendix for completeness (note quorum is 5) Kate reported issues with out of date / guest profiles. Emmalee agreed to write reminder to parents to please update / register their FlexiSchools details It was noted the school community paid c. \$300 in transaction fees to Flexischools for this event. Review of platforms postponed	Kate Emmalee	
5.3	Upcoming events - Picture plates - Emmalee to lead working group, items and year groups	Emmalee	
5.4	Upcoming event – T3 athletics carnival (4 September) - Kate was nominated event lead / coordinator - Discussion noted: - o last year's event had to be rescheduled, which caused issues with bake sale / food vans - o logistics, especially the fact that junior students are not with their families at all times, which affects whether food sales are practical and 'fair' - Event lead please draw up a budget and present at T3 P&C meeting for motion (3 August) - Shout out for volunteers - Consider fundraising via FunGiftCo (house colour accessory)	Kate	
5.5	Planned T3 events – Disco (7 August) - Michelle was nominated event lead / coordinator - Discussion noted: • K-Year 2 session (4:00–5:30) and Years 3–6 (6:00–7:30) • Food donations will be requested. Storage tbd. • Set up to begin at 13.00 – inform theircare of limited space that afternoon • Carpet cleaning considerations post event were discussed • Open sign up for volunteers MOTION: A motion was raised and approved to commit \$700 towards organising the disco (\$200 deposit for DJ, \$350 for accessories, \$150 contingency) Actioned: Approved.	Michelle Emmalee	
	Other planned T3 events – Father Day stall (1 Sep) and FD breakfast (28 Aug) - To be discussed at T3 P&C meeting (ordering deadlines?)		
	Other planned T3 events – staff appreciation day (18 Sep) - Victoria was nominated event lead / coordinator - Linda Noble sponsored in the past	Victoria	

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5.6	Planned T4 events – Lapathon incl. color run (30 Oct) - Eloise was nominated event coordinator - Discussion: • Children not to return to classroom after colour sprinkle • Tom French invited	Eloise	
	Other T4 events Jay and Kavya were willing to coordinate a quiz night (possibly second week of November)		
6	New Business		
6.1	Social Media - The group discussed the school Facebook/P&C Facebook group and the work already underway to vet members, including checking which members are still current parents and which are not. - There was discussion about whether the group should remain more tightly controlled or be more open to prospective parents and staff - A P&C calendar had been created and colour-coded to map school events and P&C events, with the stated aim of helping avoid overwhelming parents with too many posts or communications in the same week. - The intention of the calendar was to identify quieter weeks for reminders and promotion, rather than cluster everything at once. - Victoria referenced the idea of a new parent survey		
	Other: • Emails seeking volunteers or advertising activity should go through Victoria as President before being provided to the school, and then through Trevor before being sent out		
7	Next Meeting/Closure		
7.1	Next meeting: Term 3 - 3 August @ 7pm		

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Term	Event	Details / Notes	Fundraising Goal / Purpose	Rep / Coordinator
Term 1	Family Fiesta/ Welcome Back	Food trucks, Face painter, Performer, Car Bay Raffle, fate style games, Bake sale/ toys & Clothes drive		Eloise
	Easter Raffle	Families purchase raffle tickets for Easter Hampers (Seek donations from families and local businesses)		Kate
Term 2	Mothers Day Stall	Organized Gifts for the children to purchase		Chloe
	P&C Day	Pizza lunch for the kids		Kate
	Picture Plates	Junior school K-3		Heather
Term 3	School Disco	Two sessions (junior/senior). Fun night of Dancing and singing with friends		Michelle
	Fathers Day Breakfast/ Stall	Organised gifts for the children to purchase. Put on a special BBQ breakfast for all the Father Figures.		Chloe
	Staff Appreciation Day	Coffee van		
Term 4	Lapathon / Colour Run	Students run laps around the oval. Family & friends sponsor how many laps the children can do. This year will add in fun colour/water run towards the end/ during.	_____	_____
	Christmas Concert	Food trucks & Christmas Raffle	_____	_____
	EOY Stationary Donations	Unused stationary to be donated to school office for 2027	_____	_____

OFFICIAL

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P&C day – Retrospective record of motions

06:48 📶 📶 📶 93

← 👤 2026 Exec Committee
Chloe, Kate, Victoria, +61 401...

Victoria Volonta

Motion 1 – Approval of Payment to Domino's
That the P&C Executive Committee approve payment to Domino's for the orders received for School Pizza Lunch held on Friday 22nd May 2026, in the amount of \$2,220.00.

🗳️ Select one or more

☒ Approve 9

☐ Reject 0

16:22

06:48 📶 📶 📶 93

← 👤 2026 Exec Committee
Chloe, Kate, Victoria, +61 401...

Victoria Volonta

Motion 2 –
That the P&C Executive Committee approve payment of \$31 at woolworths to Cover Gluten Free Pizza Costs with \$9.00 to cover the additional out-of-pocket cost for gf pizza for the School Pizza day on Friday 22 may.

🗳️ Select one or more

☒ Approved 9

☐ Rejected 0

18:37

[View votes](#)