



Annual General Meeting held in the library at GyMEA North Public School, Ruby Rd GyMEA.

Tuesday, 15 August 2023

Executive	Committee	Members	School Representative
Rachael Glasson (President) (RG)	Rhiannon Blacklock (Uniform shop) (RB)	Lisa Sussmilch (LS)	Rachel Glaves (RGI)
Lynne Graham (Secretary) (LG)	Alisha Markham (Uniform shop) (AM)	Marieke Lam (ML)	Michael Brown (MB)
Louise Rayner (Treasurer) (LR)	Christie Emmerick (Fundraising) (CE)	Joel Garlato (JG)	
Sandy Keen (SK)	Tamsin Nolan (Honorary Auditor) (TN)	Warren Desmond (WD)	
		Connie Terry (CT)	
		Lauri Gooch (LGo)	
		Avril Diamond (AD)	
		Rebecca Simpson (RS)	

Welcome & Apologies

RG opened the meeting at 7.03pm.

Apologies received from Vanessa Reynolds, Steve Doran and Kristy Sharman

Minutes of the Previous Meeting

Minutes were not circulated prior to this meeting.

Action Item:

LG to circulate the minutes from the previous meeting prior to the next meeting.

Correspondence

A letter was received from Scott Morrison Re: P&C Grants. This will be discussed in general business later on.

Presidents Report

A very quick one this week. I want to thank the new Fundraising team for their efforts thus far. They have hosted 2 successful events – thank you and well done.

Principal's Report

RGI presented.



The school have made no major purchases of late. We are still waiting for the new decodables to arrive. We purchased a new brand and titles to add to what we have.

The new amphitheatre is mostly completed. A couple a tiny things to finish but almost there. Another few weeks until we are on the grass.

RGI showed the Year 1 phonics data. Every student goes through testing; this is to track student development and is set by the Department of Education. We are testing their blending (beginning reading skills). This all started in 2020 as a trial and has been kept going. We can see a big increase in the number of our testing. We then analyse the results to further plan; aligned with Australian syllabus.

The AV in the hall is to be upgraded; this has been done since it was installed in Since 2012. Hopefully this will be done by the end of term.

Treasurer Report

July Bank Statements Closed at
General Acct \$21,917.84
Canteen \$21,351.76
Uniform Shop \$17,785.06
Total \$61,054.66

LR Addressed Query as to why we hold large balances. As a committee we are required to ensure that there is at least 3 months of running costs in the account/s at any one time, in order to remain solvent should the P & C not make any income but continue to incur expenses.

Costs approved for payment, reimbursement to C Emmerick
Paint & Sip -

1. Artist's Fee \$240 (note this was an unapproved expense paid out of cash/raffle money on the night, tabled for formal approval only)
2. Tradies Beverages \$261.30
3. Tradies Food \$530.00
4. Tradies Room Fee \$250

Stay and Play Food Purchase invoice \$754.31 for Stock at least 2 maybe 3 future S & P afternoons.

Fathers' Day - Noted that invoice for \$1,942.50 paid as per resolution earlier in the year.

Month to date total Balance @ 14/8/23 \$49,401.40

LR raised resolution to pay Sponsorship/Donations to school, agreed cheque to be drawn for Technology \$4,900.

No instructions for Gardening Club - hold over till next meeting when Gardening area will be in use, per RG.

LR advised correspondence from ACNC financials overdue, we need to provide update to maintain Charity Status and also for the P & C Federation, RG advised she is awaiting info from AS & SK to finalise the updates.

RB - asked about the process for buying new plastic storage tubs for the uniform shop, RB advised approx. \$90 - agreed to expense. Confirmed not to pay out of cash float or uniform shop takings but provide a receipt and they will be reimbursed.

LR Discussed Budget - RG & LR working on budget as best way forward for next financial year to have costs approved in advance for the year.



Also suggested that the uniform shop & canteen review current pricing to make sure we are staying ahead of inflation and rising costs, and that we are making enough money to cover our costs.

Resolution:

To pay Sponsorship/Donations to school, agreed cheque to be drawn for Technology \$4,900

Fundraising Report

CE presented the fundraising report.

Stay & play is proving really popular; we raised roughly \$100. Sold more items than the first one.

Paint & Sip saw 38 mums; we raised around \$2000. It was very successful; people left asking when the next one will be.

Coming up we are looking at Barefoot bowls for boys and a family one in November and then a Movie at Christmas time at school (similar to the pop up one we have had previously).

RG – congrats on what you have achieved in a small amount of time.

SK – Do we have a square? RG replied that we do however we need to upgrade the device it is attached to. SK - Could we use this at events? SK can loan a device. RG – Yes.

RG1 – kids are so excited. Please reiterate that children must be accompanied by their parents. You all did a great job.

Canteen Report

No report to give.

Uniform Shop Report

RB presented.

A little slower at the moment.

Smaller size jackets have arrived. Emails will go out to let parents know they have arrived.

Storage for preloved items. We are looking for storage.

Filing cabinet still locked

Action Item:

The filing cabinet is not opening. Needs to be opened as there is money inside.

Resolution:

To spend \$90 to buy storage boxes for the preloved uniform items.



General Business

Regarding the correspondence from Scott Morrison, there are grants available through his office. This money can be used for equipment for the P&C. We could possibly a device for the square and/or a new freezer and/or BBQ for the P&C. Amounts between \$1000-\$5000. 8th September is the last day for expression of interest. Please feel free to share other ideas.

AM – Can the projector door be changed so the children can see what they are doing? MB responded - Originally no; but possibly now that enough time has passed.

RS do you need any help for the book club? No that’s fine. I took them home. I could use a couple of other people to call on for help so I am not just calling on LGo.

SK – We get access to a Microsoft share point with P&C federation. Is that set up? No SK to set up.

RG – Fathers’ Day stall the week before W, Th, F possibly 31st August BBQ and stall?

Action Item:
 To set up Microsoft Share Point.

Next meeting will be 19 Sep 2023.

RG declared the meeting closed at 7:50pm

Action Items 2019

Item	Action	Responsible Person	Status Update
1	AK to give auditor’s report at next meeting	AK	Completed
2	To contact current and prospective sponsors regarding sponsorship packages	LG	Completed
3	Contact sponsors for bags	LG	Completed
4	The filing cabinet requires maintenance	KS	In Progress



5	Circulate minutes from the previous meeting	LG	In progress
6	Set up Microsoft Share Point	SK	In progress