



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

Tuesday, 17 October 2023

Executive	Committee	Members	School Representative
Rachael Glasson (President) (RG)	Rhiannon Blacklock (Uniform shop) (RB)	Lisa Sussmilch (LS)	
Lynne Graham (Secretary) (LG)	Christie Emmerick (Fundraising) (CE)	Marieke Lam (ML)	
Louise Rayner (Treasurer) (LR)		Warren Desmond (WD)	
Sandy Keen (SK) (Vice President)		Lauri Gooch (LGo)	

Welcome & Apologies

RG opened the meeting at 7.38pm.

Apologies received from Merieke, Alisha, Rhiannon

Minutes of the Previous Meeting

Minutes were circulated prior to this meeting.

Action Item:

Correspondence

Scott Morrison offer – Confirmation we were successful in our interest for the grant. Submitted for \$3600. Can only have \$3000. Reimburse the P&C for the freezer, t-shirts for the stay and play.

Principal's Report

Thank you to Lynne. Last meeting.

Playground renovation starts next year. This grant has been applied for. Use for renovation of the old OOSH room. Currently used for learning support.

Toilets – AMU have asked for us to wait for next year as they may be able to go halves.

Wellbeing officer – 1-1 visits – 51 students. 71 in total. 40 come from parents directly.

Vote to continue Wellbeing officer – subject to budget – go ahead.

Vote for 2 retiring teachers.



Year 6 page – no students to go back into school after shaving foam.

KS went through behaviour management policy

Treasurer Report

LR delivered the report.

Accounts summary to be provided.

2022 NSW Govt grant received and paid to the school.

Freezer replacement, in principal agreement by Execs for up to \$1250, after some more measurements (smaller size needed) and searching around a replacement has been secured by Harvey Norman Commercial, we are currently awaiting confirmation of when delivery will take place, cost is \$744 incl gst.

Reimbursements - only 2 received for formal approval at this meeting

R Glasson BBQ replacement \$139.84

V Reynolds Special Food Day \$211.07

Claudine's statement received today current outstanding \$10,753.38, with a reminder we are over our credit limit (\$10,000). Alisha advised they have invoices to give me, I am waiting uniform shop confirmation orders are ok and copies of invoices to make payment.

HR review final invoice for Hicksons received and paid based on approval at special meeting earlier this year.

Reminder to anyone that has banking receipts or other receipts to leave paper copies at the office or deliver to me, as I need them for the audit folder.

Fundraising Report

CE – delivered report

BBQ – went well Only spent \$350. Most stuff was delivered. \$1800 profit.

Ongoing stay and Play – Weeks 4 & 9

Xmas family picnic – chatting to the school.

My school connect made it easy to coordinate volunteers.

Canteen Report

Shorting of freezer – nothing else to report.

Insurance for the canteen. \$900 cost of food. Make the claim on insurance.



Uniform Shop Report

1187 sep – 195 profit

Claudine’s have put up their prices. A couple of items to be increased by \$1.

School bags are going to go up significantly. We will need to look elsewhere and possibly talk to KS.

General Business

20th January 2024 for Super Saturday potential date.

Sponsorship Agreements to be renewed.

Next meeting will be 28 Nov 2023 on site.

RG declared the meeting closed at 7:44pm

Action Items 2023

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