

**Annandale Public School Parents & Citizens Association
Minutes of General Meeting**

Chair: Hannah Richardson

Date: 30th October 2018

Time: 7:30 pm

Venue: Annandale Public School Library

Minutes: 2018 10 30 GM

Re: General Meeting Minutes (Motions, Actions and Outcomes)

Meeting declared open by Hannah Richardson – President

Attendance – 17

Steph Freeman, Deanna Rhule, Leah Thurecht, Carla De Angelis, Veronika Zec, Katrina Smith, Rebecca Wainscoat, Lyn Jones, Rosemary Donald, Priscilla Lei, Hannah Richardson, Lucy Lavery, Chris Buenen, Kylie Couper, Peter Bestel, (two didn't sign in)

Apologies

Minh Huynh



General Agenda

1. President's welcome – Hannah Richardson
2. Secretary's Report – Peter Bestel
 - 2.1 Apologies
 - 2.2 Table minutes from last meeting
 - 2.3 Correspondence
 - 2.4 Action Item Updates from last meeting
 - 2.5 Membership Administration
3. Principal's Report – Chris Buenen
4. Treasurer's Report – Kylie Couper
5. General Business
 - 5.1 Big Night Out - Hannah Richardson
 - 5.2 School Banking - Rosemary Donald
 - 5.3 Christmas Tree Update - Peter Bestel
6. Sub-Committee Reports – as available
 - 6.1 Sponsorship
 - 6.2 Fundraising
 - 6.3 Kitchen and Garden
 - 6.4 Traffic Safety
 - 6.5 Uniform Shop
 - 6.6 Pre-School
7. Next Meeting – GM - Tuesday 27th November 2018

Please feel free to email apspandc@gmail.com with anything you would like to raise at this meeting.



Minutes

Item 1 Welcome – Hannah Richardson

- Welcome to members and staff.

Item 2 Secretary's Report – Hannah Richardson for Peter Bestel

2.1 Apologies – given as communicated to the Secretary (as listed above).

2.2 Table minutes from last meeting

Motion	That the minutes from the previous general meeting, 2018–09-25, be accepted as a true record.
Mover	Peter Bestel
Seconder	Rosemary Donald
Result	Agreed

2.3 Correspondence

- None

2.4 Action Item Updates from last meeting

- Action item for the P&C secretary to check for working bee feedback and items - in-progress.

2.5 Membership Administration

- No items.

Item 3 Principal's Report – Chris Buenan

- Chris presented the principals report with a number of updates from around the school and with administration.
- Had a great time at the trivia night.
- Still looking at options for the soft-fall area around the sand pit.
- School has received a grant to redevelop the pre-school play ground and is working with the assets unit to develop a plan and complete that piece of work.
- Department has approved a plan to install a lift to the library and provide other accessible facilities. How can the COLA project be worked into this?
- School still working on teacher positions for next year.
- Directional signs are up around the school.



Item 4 Treasurer's Report – Kylie Couper

- See attached financials for October.
- \$18700 was raised from the trivia night - a wonderful effort.

Item 5 New Business

5.1 Big Night Out - Hannah Richardson

- Review the quantities of food from last year to size up the purchase.
- Action item for P&C secretary - napkins from the hospitality store on Parramatta Road.
- Action item for P&C secretary - check propane bottles on BBQs.
- Need a coordinator to sort out the day and chase action items.

5.2 School Banking - Rosemary Donald

- Huge effort (2-3 hours each week, 40 weeks a year) for the volunteer.
- The P&C receives a small commission, but this only highlights the time spent vs. the return on that time (less than \$8 an hour).
- Review into banking ongoing and lots of changes coming in that make it harder to work (must stay on site to process, etc.)
- Discussed pros and cons of relationship with large bank.
- School can look at financial literacy options via other avenues.
- Rosemary is stepping down for next year and given the amount of effort the P&C will not be signing up again to run this program.
- Rosemary will communicate this to the CBA.

5.3 Christmas Tree Update - Peter Bestel

- Christmas tree and pudding web site will be available soon for purchasing.
- Flyer sent out to class reps.
- Action item for P&C committee - Need flyers on local Annandale Facebook page.
- Action item for Leah - Need flyers copied and dropped to local houses.
- Action item for P&C secretary - Message out to class reps on the web site.



5.4 Additional business - Hannah Richardson

- Working bee deferred to 18th November
- Hose broken on coffee machine - need to repair and need instructions on setting up (1.5 hours to warm up) and operating
- Action item for P&C secretary - purchase mats for holding down cables on coffee machine
- Parent rep panel coming up for principal committee at the end of this year.
- Check to see if Jason still has notes on questions asked for the Dace interviews
- Questions to be asked were put to the meeting (after Chris and the school team had left the room).
- Collection of questions sent out to the P&C exec.

Item 6 Sub-Committee Reports

- None

Item 7 Next P & C Meeting – General Meeting – 27th November 2018

Meeting closed at 9:15 pm

Regards

Peter Bestel

Secretary, on behalf of the Annandale Public School Parents & Citizens Association

Mobile 0400 226 735

Email apspandc@gmail.com



Annandale Public School P&C

P&C email

apspandc@apspandc.com.au

P&C website

apspandc.com.au

P&C pages on the school website

annandale-p.schools.nsw.edu.au/p-c

Join the P&C Facebook page

[facebook.com > Annandale Public School P&C](https://facebook.com/AnnandalePublicSchoolP&C)

SCHOOL BANKING

(payments to p&c)

2016 – \$1111.16

April 2016 -	\$437.91
July 2016 -	\$278.52
October 2016 –	\$187.44
January 2017 –	\$207.29

2017 - \$860.56

April 2017 –	\$248.00
July 2017 -	\$206.33
October 2017 -	\$216.74
January 2018 -	\$189.49

2018 - \$665.50 (only 3 of 4 payments made)

April 2018 -	\$242.00
July 2018 -	\$192.50
October 2018 -	\$231.00