

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

Chair: Hannah Richardson

Date: 27th November 2018

Time: 7:30 pm

Venue: Annandale Public School Library

Minutes: 2018 11 27 GM

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

Meeting declared open by Hannah Richardson – President

Attendance – 10

Lyn Jones, Minh Huynh, Steph Freeman, Rosemary Donald, Lucy Lavery, Jillian Wolfe,
Chris Buenen, Hannah Richardson, Kylie Couper, Rebecca Wainscoat, Peter Bestel

Apologies

Deanna Rhule, Leah Thurecht



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 Working Bee Summary - Peter Bestel
 - 5.2 Christmas Tree Update - Peter Bestel
 - 5.3 End of Year Wrap Up - Hannah Richardson
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 26th February 2019

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, 2018–10-30, be accepted as a true record.
Mover	Peter Bestel
Seconder	Rosemary Donald / Kylie Couper
Result	Agreed

2.3 Correspondence

- Lucia - Thank you for painting at working bee and discussion for next working bee preparation - possibly assigning classes to tasks.
- Wayne Forbes - Thanks for the working bee and the red bark.

2.4 Action Item Updates from last meeting

- No items.

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.
- Big thanks for the work done on the music night and for the working bee.
- School is working on forms and documents for the 2019 children and parents.
- School still working on teacher positions for next year. There are 17 classes expected but staff allocations are not confirmed until mid February. Composite classes shall be in place again 2019.
- School is working on issues for enrolments for scripture and ethics for next year.
- School is working on getting the 2019 calendar ready.
- Still looking at options for the soft-fall area around the sand pit.
- Department has started taking core samples for the lift build project.
- Funding priorities for next year are advised to be a rework of the lower play ground area, due to space and student number issues, as well as looking at funding increases to keep the kitchen garden program running smoothly.

Item 4 Treasurer's Report – Kylie Couper

- See attached financials for November.
- Income this month has come in from the uniform shop, photos, trivia night and big night out.

Item 5 New Business

5.1 Working Bee Summary - Peter Bestel

- Thank you to everyone who came along to help out.
- Most jobs were completed, but there is still some painting and oiling to be completed.
- Action item for P&C secretary to find someone to complete this painting and oiling work.
- Action item for P&C secretary to send details of paint used for mural wall prep to aftercare.

5.2 Christmas Tree Update - Peter Bestel

- Thank you to everyone who has helped with flyers for the Christmas trees.
- This is the last week that they can be ordered.
- Action item for P&C secretary for a last email out about the trees.

5.3 End of Year Wrap Up - Hannah Richardson

- Hannah is intending stepping down from the president role next year.
- Kylie is intending stepping down from the treasurers role next year.
- Need to get these messages out to the community asap, as the P&C cannot be formed without a president and treasurer.



Item 6 Sub-Committee Reports

- None

Item 7 Next P & C Meeting – General Meeting – 26th February 2019

Meeting closed at 8:40 pm

Regards

Peter Bestel

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

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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

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