

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

Chair: Minh Huynh

Date: 30th July 2019

Time: 7:30 pm

Venue: Annandale Public School Library

Minutes: 2019 07 30 GM

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

Meeting declared open by Minh Huyn – President

Attendance – 13

Kylie Couper, Lyn Jones, Deanna Rhule, Hannah Richardson, Leah Thurecht, Liz Potten, Minh Huynh, Rosemary Donald, Rebecca Wainscoat, Shannon McAlary, Carol Anderson, Jillian Wolfe, Peter Bestel

Apologies

Lucy Lavery, Lisa Lupton, Lucia Cavadini-Bell



General Agenda

1. President's welcome – Minh Huynh
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 – Lisa Lupton
4. Treasurer's Report – Rosemary Donald
5. General Business
 - 5.1 Stretch a Family - Liz Potten
 - 5.2 My Community Project update - Minh Huynh
 - 5.3 Update on Father's Day - Minh Huynh
 - 5.4 Athletics Carnival - Minh Huynh
 - 5.5 Book Parade - Minh Huynh
 - 5.6 Servicing the Coffee Machine - Minh Huynh
 - 5.7 P&C Insurance and Membership - 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 August 2019

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



Minutes

Item 1 Welcome – Minh Huynh

- Welcome to members and staff.

Item 2 Secretary's Report – 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, 2019–05-28, be accepted as a true record.
Mover	Peter Bestel
Seconded	Rosemary Donald
Result	Agreed

Motion	That the minutes from the previous general meeting, 2019–06-25, be accepted as a true record.
Mover	Peter Bestel
Seconded	Leah Thurecht
Result	Agreed

2.3 Correspondence

- Woolworths Earn and Learn had finished up but there is some dispute over the number of stickers, with the program being unwilling to update a number in the computer system from an initial to a final figure. Ongoing discussion with them.
- Received a note from Suzy Small that the Yates Garden Grant application was unsuccessful this time around.



2.4 Action Item Updates from last meeting

- Action item for P&C secretary - determine what to do with APS Showcase video - in-progress.
- Action item for P&C secretary - Want old books cleaned out of rooms next to principals office - action for a later date.
- Action item for P&C secretary - Need to organise a walk around the school to check on gardens, plants, gutters, drains and cracks in concrete - not done (shall proceed in term 3).
- Action item for P&C secretary - buy bulk coffee cups when available - not done.
- Action item for P&C secretary - Chase up when outstanding items for road safety to be delivered - still waiting for delivery.
- Action item for P&C secretary - Want 40 zone picture back on the school sign for drop off and pick up times - done.
- Action item for P&C secretary - Get quote for air conditioning / work on window frame to make the shop workable in summer - not done.
- Action item for Principal - Look at getting the uniform shop cleaned regularly - pending meeting with Spotlight.

2.5 Membership Administration

- No actions.

Item 3 Principal's Report – Jillian Wolfe

- Jillian presented the principal's report
- Thanks to all of the families who contributed to the collection of the Earn and Learn stickers for the school.
- Thanks to Minh and Mitch for all of the hard work on the My Community Project grant application.
- School reviewing which taps are connected to recycled water and will ensure that they all have clearly marked tamper-proof caps. Current taps which are known to be recycled are those on the water tanks.
- The school has gradually begun to use more colour on the electronic sign. It is switched on at 7am and switched off at 6pm.
- Nathan Stares has arranged for teachers to assist with the kids classes and the BBQ at the Athletics Carnival.
- Lisa is having a meeting with Spotless on Thursday around cleaning the Uniform Shop.

Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for July.
- Quiet month due to school holidays, with incoming money from uniform shop.



Item 5 New Business

5.1 Stretch a Family - Liz Potten

- Liz brought some brochures and information on foster care in the area
- Some Q&A around how the foster program works.
- Overall a very informative and interesting discussion with Liz.
- Further information is available at the school office.

5.2 My Community Project update - Minh Huynh

- Article about the school and our grant application in the Inner West Courier.
- Still looking for more options around getting support for the grant.
- Working on visibility and the community in order to gain further votes.
- Lots of discussion.

5.3 Update on Father's Day - Minh Huynh

Motion	That \$1500 be allocated for costs on making the father's day gifts.
Mover	Minh Huynh
Seconder	Rosemary Donald
Result	Agreed

5.4 Athletics Carnival - Minh Huynh

Motion	That \$800 be allocated for the cost of sausages, rolls and sauce for the athletics carnival BBQ.
Mover	Minh Huynh
Seconder	Leah Thurecht
Result	Agreed

5.5 Book Parade - Minh Huynh

Motion	That \$300 be allocated for costs on the book parade.
Mover	Minh Huynh
Seconder	Kylie Couper
Result	Agreed



5.6 Servicing the Coffee Machine - Minh Huynh

- The coffee machine experiences an intermittent problem with the power switch, impacting out ability to get it started up and warming the water.

Motion	That \$600 be allocated to the service and repair of electrical systems on the P&C coffee machine.
Mover	Minh Huynh
Seconder	Peter Bestel
Result	Agreed

5.7 P&C Insurance and Membership - Peter Bestel

Motion	That \$916 be allocated for the P&C Federation annual membership and organisation insurance.
Mover	Peter Bestel
Seconder	Kylie Couper
Result	Agreed

5.7 Other Business - Minh Huynh

- Some discussion was had around the showcase for this year.
- We want to make sure that we get a good recording this year.

Motion	That \$1000 be allocated to creating the video for the school showcase at the Enmore in 2019.
Mover	Minh Huynh
Seconder	Rebecca Wainscoat
Result	Agreed

- The Trivia Night is scheduled for the 19th of October.
- The Big Night Out is scheduled for 15th November.



Item 6 Sub-Committee Reports

6.4 - Traffic

- Traffic zone items still pending from council. They had indicated that they have run out and the materials will be delivered in term 3. However we still have not seen any of the materials.

Item 7 Next P & C Meeting – General Meeting – 27th August 2019

Meeting closed at 8:40 pm

Regards

Peter Bestel

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

Mobile 0400 226 735

Email apsandc@gmail.com



Annandale Public School P&C

P&C email

apsandc@apsandc.com.au

P&C website

apsandc.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)