

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

Chair: Stephanie Wee

Date: 28th July 2020

Time: 8:15 pm

Venue: Online Meeting, RSVP Required

Minutes: 2020 07 28 GM

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

Meeting declared open by Stephanie Wee – President

Attendance – 14

Lisa Lupton, Rosemary Donald, Minh Huynh, Hannah Richardson, Rebecca Wainscoat, Tanya Franic, Max Joscelyne, Sau Ching Seto, Georgina Moore, Stephanie Wee, Kylie Couper, Leah Thurecht, Rochelle Bolitho, Peter Bestel

Apologies

Lucy Lavery, Lucia Cavadini-Bell



General Agenda

1. President's welcome – Stephanie Wee
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 Thank You Gifts for APS Staff - Minh Huynh
 - 5.2 Planned Extensions to Inclusive Playground - Peter Bestel
 - 5.3 Road Safety - Rosemary Donald
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 25th August 2020

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



Minutes

Item 1 Welcome – Stephanie Wee

- Stephanie welcomed all members and staff.
- Stephanie provided some background on herself and her connection to the school.
- Her family joined the school community last year and she has one child in a 2/1 class.
- She has been enjoying the school, other parents and helping the community by being a class rep.
- An issue of the appropriate Acknowledgement of Country for the P&C meeting was raised. This will be formalised and a suggestion is “We acknowledge the Traditional Owners of the country on which we meet today, the Gadigal people of the Eora nation, and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.”

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, 2020–06–30, be accepted as a true record.
Mover	Peter Bestel
Seconder	Minh Huynh / Rosemary Donald
Result	Passed

2.3 Correspondence

- Some correspondence from the P&C Federation around meetings and changes.
- P&C Federation membership and insurance has been renewed.

2.4 Action Item Updates from last meeting

- Action item for P&C exec - work with the school to arrange an RSVP system and have the grandparents and carers event better catered for next year (October event) - tbd.
- Action item for P&C exec - look to organise a wishing tree for the grandparents and carers event for next year - tbd.
- Action item for the school - look at format of grandparents and carers event, kids involvement and amenities that would help to make it a success next year - tbd.
- Action item for Principal and P&C Secretary - check with Sculley’s on the availability of video from their drone on the before and after - pending.
- Action item for Principal and P&C Secretary - check with Sculley’s on their availability to perform more works - pending.



- Action item for Principal to follow up and ensure the invoices are generated for the Wishing Wall and Geosnapshot - pending.

2.5 Membership Administration

- All current members will need to renew their membership.
- Download the membership form from the P&C web site, complete and return to the school office with the \$1 membership fee.
- Rebecca Wainscoat and Rosemary Donald offered to visit the school office to organise a box to receive the forms.

Item 3 Principal's Report – Lisa Lupton

- Thanks to Minh for the great work, community engagement, fundraising and grants!
- The teaching and support staff are very grateful for the gift vouchers to the local cafes.
- We'd like to move forward with more playground improvement works asap.
- The school would normally be doing the showcase now, but that is not possible this year. A proposal is to still make costumes and learn dances, film at the school and either live stream or record/fundraise. That is being worked on and the school would like opinions.
- Noted that in the past we have used parents to record and we can request help again.
- Normally the P&C do not make a profit on recordings, or only a small profit, but aim to give back to the community.
- The school will do their best, but understand this is a normally a big event for the community, so not being able to do a normal showcase is very unfortunate.

Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for July.
- There was discussion on fundraising options given the limitations currently in place across the school and community.
- Some renewed interest in setting up the entity to allow a building / donation fund able to issue tax receipts.
- For fundraising, a number of options were considered, including online art auction options, online fathers/others day, sponsorship - how can we bring money in to the school via new contribution methods?
- The P&C are still waiting for invoices to release the funds raised by the Wishing Wall and Geosnapshot events.
- Action item for Principal to follow up and ensure the invoices are generated.

Item 5 New Business

5.1 Thank You Gifts for APS Staff - Minh Huynh

- Very happy at the positive response from staff on the thank you gift vouchers.
- The community very much appreciated the effort from the teachers and other staff over the last few months.
- Minh - enjoyed handing off the video message at the end of last term.



5.2 Inclusive Playground Update - Peter Bestel

- Already covered details for this at the meeting during the previous action items.
- Action item for the P&C secretary to send links to the new president on grant paperwork and quote.
- Action item for the P&C secretary and the Principal to contact Sculley's this week.
- Action item for the P&C secretary to review some new storage options provided.

5.3 Road Safety - Rosemary Donald

- The issue of traffic safety is an emotional issue, as a significant number of incidents are around parents and drop off / pick up in vehicles from illegal locations.
- There has been a lot of activity on social media on other incidents (speeding, red light running, etc.)
- Rosemary Donald contacted Matt Hart at the Annandale North P&C and he is interested in a joint approach to improving Johnson Streets
- We need to develop a vision for around the school and work with other groups on Johnson street.
- In order to have a chance to get change, we will need more parents participating.
- Some information has been sought from the RTA on options and processes.
- The question was raised whether there are options for a raised footbridge?
- Action item for P&C secretary to email Jamie Parker and see if we can have a meeting to brainstorm options.

5.4 Other Business

- The Fathers day fundraiser needs to be planned.
- However, since we didn't do Mother's day, should we plan a Carer's day or a Christmas fundraiser?
- Reverse Garbage have lots of good quality white aprons, which may be great to kick off a gift item item. They are very good quality from Harlequin, the school bag supplier.
- They possibly still have 400 left. The cost is \$5 each and they could easy be converted into \$10 or \$15 gifts.
- Normally we use 300 to 400 units for a Mother's / Father's day event, but these could also be used for the kitchen garden with our stocks of spare bags, cups, etc.

Motion	That up to \$3000 be allocated to purchase materials from Reverse Garbage for carer's day gifts and other fundraising efforts.
Mover	Peter Bestel
Seconded	Hannah Richardson / Tanya Franic
Result	Passed



- There was discussion around the parents night fundraiser.
- Minh had already discussed a comedy night with Deanna and notes on the event format have been sent to the exec.
- It is relatively easy to do an art option, wishing wall, liquor vault, etc.
- The organising effort is reduced if we go ahead with the comedy company again.
- There are problems with space at Forest Lodge, as they could only do 40 people under the current restrictions, which is not enough to aim for a decent profit.
- Discussed whether we can go ahead with artworks and some kind of online auction.
- Need to look at options to have a hosted event from the hall and then people at home video conferenced in, with snippets of video from the kids on what they have done and why, etc.
- There are also two auction houses in Annandale which we could talk to about hosting this and helping with purchasing side online.
- Would we be able to have parent volunteers on school grounds to help with artwork? This is not possible at the moment and when it will be possible is not known.
- An idea was raised to make masks. There are lots of large size uniforms in the uniform shop stocks that never get sold and we could look to use them to make masks.
- Action item for Georgina to stock take large girls uniforms to see if we can use these.
- This could be a great sewing fundraiser and is to be discussed leading up to the next general meeting.

Item 6 Sub-Committee Reports

- Traffic:
 - As per above.

Item 7 Next P & C Meeting – General Meeting – 25th August 2020

Meeting closed at 9:20 pm

Regards

Peter Bestel

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

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Annandale Public School P&C

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P&C pages on the school website

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

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