



General Meeting held on Tuesday, 18 October 2022 in the Library at GyMEA North Public School, Ruby Road, GyMEA NSW 2227

Attendees:

Executive Committee	Committee	Members	GNPS Representatives
Rachael Glasson (President) (RG)	Rhiannon Blacklock (Uniform Committee) (RB)	Lauri Gooch (LG)	Kirsty Sharman (Principal) (KS)
Steve Doran (Vice President) (SD)	Megan Anasta (Fundraising Committee)		Sally Fallah (Assistant Principal) (SF)
Louise Rayner (Treasurer) (LR)			
Vanessa Reynolds (Canteen Manager) (VR)			

Welcome & Apologies

RG opened the meeting and welcomed all attendees at 7:03pm.

RG noted apologies from Emily Chapman (Vice President), Lynne Graham (Secretary) Alisha Markham (Uniform Shop) Letitia Tait (Fundraising Committee).

RG confirmed a quorum was present.

Minutes of the Previous Meeting

RG advised the approval of the minutes of the previous meeting of 28 August 2022 were being held over to the next meeting of the Committee.

Business arising from the minutes of the previous meeting

RG advised an update on the progress of business arising from the minutes of the previous meeting were being held over to the next meeting of the Committee.

Correspondence

RG advised correspondence had been received from Bunnings Warehouse Caringbah seeking interest from the Committee in holding a fundraising BBQ over the Summer month.

The Members discussed the general interest to hold the BBQ, the ability to request the school community to provide donations towards drinks and other required supplies and the likelihood of getting a full compliment of vounteers to run the BBQ.

The Members noted the benefits of running the fundraising opportunity, and seeking further involvement from the school community in the Committee's activities however noted the busy time of year during Novemebr and Decemeber to hold the fundraiser.

Action Item:

RG to investigate further available dates to host the Bunnings Caringbah BBQ.



Treasurers Report

LR presented the Treasurers Report

LR advised the current net balance of accounts, which included a reconciliation between the General and Canteen Accounts following incorrect payments being from the canteen and general accounts during the transition period between the 2021 and 2022 Committee members. LR confirmed RG and LR as the Committee's contacts with the Australian Taxation Office.

LR noted the current pledges to the School held in the account and confirmed a cheque is to be drawn and provided to the school.

LR requested anyone making deposits into any of the transaction accounts provide to the Treasurer details of the deposits to enable correct accounting/reconciliation. LR also requested any moneys transferred between the MySchool Connect account and the Committee's transaction accounts be done at the end of each month to reduce transaction fees (less a small float amount).

KS advised of the payment by the school of a 'thank you' gift for the Committee's immediate past president at last year's Presentation Day and requested reimbursement from the Committee.

Resolution:

The Committee accepted the Treasurer's Report.

The Committee approved the reimbursement to K Sharman of \$65 for a 'thank you' gift for the immediate past president.

Action Item:

SF to arrange the invoice for the Athletic Representative singlets to be forwarded to the Committee for payment.

Fundraising Report

MA presented the Fundraising Report confirming the Color Run information had been distributed to students. The Committee discussed the assistance required by the school with the Principal confirming preparations were underway.

MA confirmed, to enable fundraising prizes to be available on the day of the event at the school, donations closing date will need to be slightly earlier than last year.

The Committee also discussed further fundraising opportunities for the remainder of the year. The Committee noted the number of events and activities planned by the school for the remainder of the year. MA suggested, small class prizes be raffled off for Christmas for party day for a \$2 donation (to cover costs).

Resolution:

The Committee approved expenditure of \$600 (plus 10% contingency) for class Christmas Party raffles, with 2 prizes per class at an approximately value of \$20 per prize.

Canteen Report

VR presented the Canteen Report noting the increasing popularity of Money Mondays and window orders at recess and lunch.



VR confirmed another successful Hot Dog day, noting the ability of the Canteen to produce a high volume of lunches at relatively small costs, enable a successful fundraising outcome. VR confirmed the Committee's donation of \$255 towards the Student Representatives Council's charity initiative for the day.

VR suggested scheduling another 'special food day', possibly on the end of year party day, prior to the end of the year.

Resolution:

The Committee accepted the Canteen Report.

The Committee approved expenditure for preparations for a further 'special food day' prior to year-end. The amount of expenditure to be in line with previous events.

Uniform Shop Report

RB presented the Uniform Shop Report noting all clothing items were now making a small profit following the small price adjustment previously approved by the Committee.

The Committee discussed the Uniform Shop opening for the upcoming Orientation Days for new students and for 'Super Saturday' in January of 2023. The Principal requested the opening of the Uniform Shop for the first orientation day if at all possible, as it was historically well received by new parents. The Committee discussed the availability for members to assist the uniform shop on these particular days and agreed to open where possible.

Resolution:

The Committee accepted the Uniform Shop Report.

Principal's Report

KS provided a general update on the School's activities, noting the School hosted the Department of Education's State Director, the improved NAPLAN results for 2022 for years 3 and 5 and various upcoming school events during Term 4.

Following a request for a Member to publish another reminder in the School's newsletter regarding the appropriate use of the 'turning circle, which was agreed, KS provided an update on installation of safety bollards at the entrance to the school noting enquiries of Sutherland Shire Council continue however no date of installation has been advised to date.

Resolution:

The Committee accepted the Principal's Report.

Action Item:

KS to circulate Council reference number regarding the installation of bollards to enable Committee members lobby the Council on the school's behalf.

General Business

RG opened a discussion regarding the Committee's appetite to present the school with a cheque from fund raising activities from the previous 3 years. RG noted the ongoing operational costs of the Committee which would need to be considered to determine the amount to be presented to the school for capital works.



The Committee also discussed options to for fundraising goals for the 2023 which could be announced to the school community to encourage increase participation in the Committee's activities into the future.

The Committee agreed to discussed and come to a decision at its next meeting.

The Committee noted the next meeting of the year on 15 November 2022 at 7pm will be face-to-face in the Library. It was noted that this will be final meeting of the year.

Meeting close and next meeting

RG declared the meeting closed at 8.10pm.

Action Items 2022

Item	Action	Responsible Person	Status Update
1.	Class Representatives	ME & LW	Holding
2.	Credit card option for P&C	RG	Complete
3.	Gold Sponsorship signage to go back up on the fence on the Boulevard.	KS	Complete
4.	Bi-Laws and Conflicts of Interest Policy	RG	In progress
5.	Sponsorship packages to be revised	KS & RG	In progress
6.	Charity status to be renewed	RG	Completed
7.	RG to investigate further available dates to host the Bunnings Caringbah BBQ.	RG	In progress
8.	SF to arrange the invoice for the Athletic Representative singlets to be forwarded to the Committee for payment.	FS	Completed.
9.	KS to circulate Council reference number regarding the installation of bollards to enable Committee members lobby the Council on the school's behalf.	KS	Completed.