YPS P&C AGM Meeting

Date: Wednesday 12\textsuperscript{th} March 2014

Time: 7:30pm

Venue: YPS Staff Room

Meeting chair: Sally Martin

Meeting Opened: 7:10pm

Meeting Closed: 8pm

Apologies: Terese Williams, Fiona Allison, Heather Williams


<table>
<thead>
<tr>
<th>Item No.</th>
<th>Agenda Item</th>
<th>Proposer</th>
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<tbody>
<tr>
<td>1</td>
<td>Welcome; apologies</td>
<td>Chair</td>
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<tr>
<td>2</td>
<td>Introduction of new members</td>
<td>Chair</td>
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<td>3</td>
<td>Minutes of the previous AGM</td>
<td>Chair</td>
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<td></td>
<td>Moved that 2013 AGM minutes to be true &amp; correct. Moved: Tracey Laybutt 2nd Sally Martin</td>
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<tr>
<td>4</td>
<td>Business arising from minutes</td>
<td>Chair</td>
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<tr>
<td></td>
<td>Nil</td>
<td></td>
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<tr>
<td>5</td>
<td>Financial/Treasurers report</td>
<td>Donna Cummins</td>
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<tr>
<td></td>
<td>Annual financial statements and auditors report tabled and presented. Moved to be accepted Peter Blair 2nd David Williams</td>
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<tr>
<td>6</td>
<td>Principal’s Report</td>
<td>Peter Blair</td>
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<td></td>
<td>Young PS P&amp;C Principal’s Report-12/2/14</td>
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<td></td>
<td>* Draft Forward Planning idea: I was thinking of a forward planning proforma to give staff and P&amp;C direction and goals as we go forward.</td>
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<td>Year Major Projects Minor projects School / P&amp;C Projects Major Fundraisers Projected incomes.</td>
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<td>* Draft (or Daft) ideas for Class rep on P&amp;C:</td>
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<td></td>
<td>Help us continue to improve the learning and play environments for our</td>
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<td>Idea Yes/No Timeframe Responsibility</td>
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<tr>
<td>Have a poster pleading for parents to be their class P&amp;C rep, and ask staff if they would assist by gently asking people if they are interested and having a little info sheet to hand them.</td>
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<td>Would you please be our class P&amp;C REP?</td>
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<td>Maybe a class photo with a sign Our Class Needs You on our P&amp;C!!</td>
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<td>Info Sheet personal invites in each classroom to give to interested parents</td>
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<td>7pm maybe set a time limit</td>
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<tr>
<td>A welcome Bar B Que meeting for new and existing members.</td>
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* Technology Awareness group: I have advertised our first meeting this is Monday March 24 at 2.00pm. We have followed up a range of information that needs to be analysed and evaluated prior to planning our next step. 

* RPM Construction: Work will commence on the extending and lift of the Kinder COLA area, tree seats, library refurbishment, canteen P&C storeroom and the completion of the front office foyer area. We are meeting with Dave Richens who is scheduled to complete much of the building work. 

Have you considered joining?

Help us continue to build a better school for our children’s future.

What does it look like?

We meet in a friendly atmosphere where the principal provides some tea, coffee and snacks.

We attend meetings in the staffroom from 7.00pm usually no longer than 1.5 hours.

Parents and staff offer views and ideas that assist in the P&C decision making.

How much does it cost?

$1.00 per year

How many meetings are there?

Usually 9 -10 per year. Meetings are held on the 2nd Wednesday of each month.
### What can you achieve?

**You can:**

- provide ideas and opinions about how the P&C supports your children at our school, through the allocation of money raised through fundraisers.
- assist in the discussion and management of Healthy School’s Canteen.
- Provide ideas that are implemented to improve student learning and general school environment.
- Be part of the organisation of important school/community events.

### Young Public School P&C?

**Why take a role on the P&C executive?**

- Our committee needs people to lead and manage the committee’s organisation.
- We want parents to feel they have a management role along-side the school executive.
- The P&C executive can raise good ideas and have concerns raised for discussion with the school.

### What is the executive?

- The executive is comprised of the President, Vice president, Secretary and Treasurer.
- They chair discussions and record the meetings decisions.
- The treasurer keeps a record of the P&C finances.
- There are also other positions such as fundraising committee and canteen committee.

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<th>Presidents Report</th>
<th>Sally Martin</th>
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**Presidents Report Sally Martin 13th March 2014**

Firstly I would like to thank the P&C Executive and members for your significant contribution to fund raising and managing the canteen for the Young Public School community; it is greatly appreciated and does not go unnoticed.

2013 saw more changes to the school canteen, with the renovations, fine tuning of the menu and recruitment of two 8 month term Canteen Assistant positions in addition to our existing Canteen Manager position. The need to have paid assistance in the canteen continues with a significant number of families’ who would normally be available to volunteer, taking on paid work.

Having the support from our Canteen Manager, Fiona Allison has allowed time...
to focus on other fund raising activities. Fiona has taken on the responsibility to order all food items required for various P&C functions including discos, meal deals and sporting events. The canteen however, still relies on volunteers to enable effective delivery of the service and I thank the canteen volunteers for your ongoing contribution.

The implementation of a Breakfast program was trialled in Term 4 and has had support from the School community to continue, a special mention to Toni Holmes for coordinating the program.

Other successful major P&C fundraising saw some new or reinvented initiatives including the

* Trivia night
* Outdoor Movie Night
* Catering for the Oliver Production and YLAD field day

The effort that goes into these events, and regular P&C fundraising activities is greatly appreciated and demonstrates that all effort, large or small, goes a long way to contributing to our children’s education and learning experience.

I would also like to personally thank Donna Cummins for her contribution to the P&C as an Executive member (Treasurer) over the past two years. After two years as P&C President, I will not be standing again due to increased work commitments, however I will remain in a support role to the new committee.

Sally Martin 2013 P&C President

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**Election of Office Bearers**

**Returning Officer**: Peter Blair

**President**: David Williams – accepted nomination  
**Nominated**: Sally Martin  **Seconded**: Donna Laybutt  
**Elected unopposed**

**1st Vice President**: Sally Martin - accepted nomination  
**Nominated**: Tracey Laybutt  **Seconded**: David Williams  
**Elected unopposed**

**2nd Vice President**: Jess Quinn - accepted nomination  
**Nominated**: Liza Lamotte  **Seconded**: Tracey Laybutt  
**Elected unopposed**

**Secretary**: Toni Holmes. Declined Nomination.  
No other nominations from AGM carried over for executive recruitment **Moved**: Sally Martin  
2nd **David Williams**

**Treasurer**: Terese Williams – accepted nomination by David Williams on behalf of Teres.  
**Nominated**:  
**Seconded**: Toni Holmes  
**Elected unopposed**
Assistant Treasurer: Donna Cummins – accepted nomination

Nominated: Sally Martin  
seconded: Toni Holmes

Elected unopposed

Auditor: Tracey Laybutt through LFE

Nominated:  Sally Martin  
seconded:  Toni Holmes

Elected unopposed

Signatories: Sally Martin, David Williams, Jess Quinn, Donna Cummins, Terese Williams, LFE (payroll) Penny Gibson. Any two to sign both electronic & cheque book.

Canteen Committee: Liza Lamonte, Chris Emmett, David Williams, Toni Holmes.

Patron: Mrs Jill Golbier & Mrs June Jamieson

Congratulations to all continuing and new office bearers.

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Membership - $1

P&C membership remains at $1/member