

Minutes of Annual General Meeting

23rd May 2022 at 7pm

Held: School Staff Room

ATTENDANCE

Glyn Geen (President, Chair)
Abby Holme (Vice President)
David Wu (Treasurer)
Lisa Chamberlain (Fundraising)
Karina Meldrum (Principal)
Taryn Greenfield (Canteen)
Francesca Pettenon (Uniform, Exec)
E-mae Lim (Band Coordinator)
Kate Reading (Grounds)
Trish Davidson
Lee Burns
Mike Gulberti
San Teo
Natalie Backshall
Ros (pennecat@hotmail.com)

ITEMS

ACTION OWNER

<p>1. Meeting Opens 7:08pm</p> <p>That Chair noted that this being the AGM, all present were invited to renew their P&C membership for \$1. All present and noted as an apology had contributed and were NOTED as financial members for 2022-23.</p>	
<p>2. Apologies</p> <p>Adam Deane (Secretary), Ella Ren (Uniform), Nicky Bloomfield, Ann-Maree Geen (Graduation)</p>	
<p>3. Confirmation of Minutes of Previous Meeting</p> <p>3.1. Resolution: That the minutes of the previous General Meeting of Winthrop Primary School P&C Association on 21 March 2022 be taken as read and confirmed as a true and accurate record.</p> <p style="text-align: right;">CARRIED</p>	

<p>4. Actions Arising</p> <p>4.1. The Chair discussed the meeting actions register, noting that any urgent items were included in the agenda.</p>	
<p>5. Presidents Report</p> <p>5.1. Glyn noted that it was Volunteer Week and encouraged everyone to get involved in the P&C and around the school at Fathering Group and Community Events. He tabled his message which was posted on Latest Links as below:</p> <p><i>Thank you to our P&C volunteers! for National Volunteer week and P&C Day 2022 from Glyn Geen, P&C President</i></p> <p>It is national volunteer week and the theme for 2022 is 'Better Together'. For the Winthrop Primary School P&C - this is important as we build and sustain each other in our school community. Our P&C focuses on helping make our kids experience at school the best it can be. Our P&C is only successful because of the dedicated and hard work of a host of volunteer Parents and Winthrop Primary school community members - across a range of activities including our fundraising, school band, canteen, uniform shop, and Graduation committees.</p> <p>In working so hard for our kids - it is almost by accident that we find that we find we support each other and form lasting friendships. Our Dads Group is a great example of supporting and bringing dads and father figures in our school together. Our annual camp out on the oval is a special day for many - and brings Dads and kids together.</p> <p>The challenges of Covid have made coming together hard in recent years. We have not been able to meet in the same ways at school. We are lucky to be able to come together this Friday in a school wide "Walk Safely to School Day" event. We plan to celebrate coming together as a whole school community for the first time in what seems forever! There will be healthy snacks for the kids and coffee for the Parents and teachers!</p> <p>The challenges of costs of living are also affecting our community. We are finding it more expensive to build playgrounds, more expensive to buy uniforms, and even more expensive to buy the humble bread roll for our democracy sausage sizzle! Our P&C members and many volunteers remain determined to tackle these challenges - because in the end, it benefits our kids. It supports our wonderful teachers. It brings our community together.</p> <p>A huge thank you to all of our wonderful P&C volunteers for everything that you do!</p>	
<p>6. Treasurer's report</p> <p>David Wu tabled the Treasurer's Report and noted:</p> <ul style="list-style-type: none"> ● \$23 700 profit this year, with good fundraising profit ● the P&C had \$168,000 in available funds ● Democracy Sausage fundraiser at the election made \$1,268 profit 	

<p>7. Principals Report</p> <p>7.1. Karina Meldrum tabled and spoke to the Principal's Report, including:</p> <ul style="list-style-type: none"> • Karina formally announced she has won the position of Principal until mid 2023 • Acknowledged work of the volunteers and proposed the idea of P&C Appreciation Week – Term 3, Week 3, with an event prior to after school pick up on a day to be agreed. <p>ACTION: Discuss timing of P&C Appreciation Week at next P&C meeting</p>	<p>Adam Deane</p>
<p>8. Fundraising</p> <p>8.1. Lisa Chamberlain discussed:</p> <p>8.1.1. Scooterthon – K/P this week</p> <p>8.1.2. Lapathon – all years together due to no restrictions, Subway lunch for rewards, Kym Cleveland coordinating</p> <p>ACTION: Taryn/Canteen to source 'amber' items for participation reward.</p> <p>8.1.3. Cross Country – Meeting advised that postponed to Week 1, Term 3 –</p> <p>ACTION: Lisa to confirm whether a Bake Sale could be arranged</p> <p>8.1.4. Pearls of Wisdom books to be sold at Assembly – Lee Burns happy to assist</p> <p>8.1.5. Disco – Nicky to coordinate (find a yr3 parent to shadow her)</p>	<p>Taryn Greenfield</p> <p>Lisa Chamberlain</p>
<p>9. Canteen Report</p> <p>9.1. Tarryn discussed:</p> <p>9.1.1. The meeting noted the prior approval given to purchase a replacement oven in the canteen</p> <p>ACTION: Tarryn to progress purchase of new canteen oven</p> <p>9.1.2. Finding volunteers is ongoing issue – looking into grandparents or an external group to provide volunteers.</p> <p>ACTION: Canteen Volunteers to be widely advertised - school facebook page, Latest Links, Class Reps, P&C Notice Board</p>	<p>Taryn Greenfield</p> <p>Lisa / Adam / Karina</p>
<p>10. Uniform Committee</p> <p>10.1. Francesca tabled the Uniform Shop Report and noted:</p> <ul style="list-style-type: none"> • Polo change and supplier being discussed • Bags supplier has changed • More volunteers would be good • Uniform shop – needs a clean <p>ACTION: Mike to ask the cleaners to add the uniform shop to the cleaning roster</p>	<p>Mike Gulberti</p>

<p>11. Band Committee</p> <p>11.1. Emay tabled the Band Report and noted:</p> <ul style="list-style-type: none"> ● No more restrictions so 'back in business' – reduced band fee this year ● Yr 6 Big Band Bash going ahead ● Crown event cancelled ● Gala Concert – term 4 – going ahead – tickets may increase in cost. \$7.50 agreed to bring the event closer to a cost neutral event ● Succession plan needs to be considered – may canvas yr4 parents early to find a 'shadow' for EMae <p>ACTION: P&C Exec to assist in search for an understudy for Gala concert organising</p>	<p>Glyn Geen (P&C Exec)</p>
<p>12. Other Committee Reports</p> <p>12.1. <u>Graduation Committee</u></p> <p>12.1.1. Ann Maree noted lots of photos had been taken this year and the graduation was in a 'good place'</p> <p>12.2. <u>Grounds Committee</u></p> <p>12.2.1. Kate Reading spoke about the school grounds and noted seedlings had been purchased.</p> <p>12.3. <u>Community Events</u></p> <p>12.3.1. San tabled the Community Events report.</p> <p>12.3.2. 'Walk to School' event was successful – 311 students participated, 26 coffees donated to volunteers and participating staff members from the P&C despite the rain. Some discussion regarding planning of the event and expectations of the staff and parents. The Chair moved discussion to the next agenda item. It was noted that more discussion was required including drafting of a proforma Event Planning Checklist for future events.</p> <p>ACTION: Develop an Event Planning Checklist for future events</p> <p>12.3.3. 'Your Move' group set up – parent group walking, students can complete tasks to make points for the school including on School Camp – just make staff aware of what will count and take some pictures of backs of heads.</p> <p>ACTION: Meeting to be held with Dot Davies to clarify.</p> <p>12.4. <u>Fathering Project</u></p> <p>12.4.1. Glyn tabled the Dad's Group report and highlighted the successful first event for 2023 being the Blackwall Reach walk at Point Walter.</p> <p>12.5. <u>Sports Committee</u></p> <p>12.5.1. Glyn mentioned funding for the Cricket Pitch had been approved, basketball groups appropriately sharing undercover areas and noted that the Winthrop Netball club had received funding to support a new shed on the school site.</p>	<p>Karina / Glyn</p> <p>Abby and Zarin</p>

<p>13. Election of New Executives and Executive Members</p> <p>The following positions and nominations were ELECTED unanimously:</p> <ul style="list-style-type: none"> ● President (Glyn Geen) ● Vice President (Abby Holme) ● Treasurer (David Wu) ● Secretary (Adam Deane) ● Executive Committee Members (Lisa Chamberlain, Francesca Pettenon, Taryn Greenfield) ● School Board (Glyn Geen) ● Canteen Coordinator (Taryn Greenfield) ● Uniform Coordinator(s) (Francesca Pettenon & Ella Ren) ● Fundraising Coordinator(s) (Lisa Chamberlain) ● Band Coordinator(s) (Emae Lim) ● Graduation Committee (AnnMaree Geen) ● Grounds (Kate Reading) ● Sports (Glyn Geen) ● WACSSO (Secretary) 	
<p>14. Any Other Business</p> <p>14.1. Proposed Projects for P&C Finance Meeting were tabled for information by Karina (here)</p> <p>14.2. Containers for Change - Scouts have been re-engaged and Simon Dufall is taking on the lead contact role for the school</p> <p>14.3. Your Move Program - update provided above in Community Events</p> <p>14.4. Destruction of old P&C records - The meeting approved the destruction or archiving of P&C records held by the school as required in the latest School records advice.</p> <p>14.5. C&D Block Playground update - Glyn reported that discussion had recommenced with the new focus group of Adam, Abby, Trish. Agreed that Lee Burns would be added to the focus group</p> <p>14.6. ACTION: Karina to brief Mool on re-engaging Programmed once the 2023 finance meeting considers any revised budget - from the currently approved at \$70,000.</p>	<p style="text-align: right;">Karina Glyn / Adam</p>
<p>15. Summary of Actions</p> <p>15.1. See ACTIONS noted above.</p>	
<p>16. Date of Next Meeting</p> <p>16.1. Finance Meeting - Set for 13 June 2022 however subsequently deferred to Monday 27 June 2022 at 7pm.</p>	
<p>Meeting Closed: 9:45pm</p>	