

## Minutes of General Meeting

### 21st March 2022

**Held: Zoom Meeting**

#### ATTENDANCE

Glyn Geen (Chair)	Abby Holme (Vice President)	David Wu (Treasurer)
Adam Deane (Secretary)	Elle Vee	Verlin Halim (Canteen)
San Teo	Ella Ren (Uniform)	Carolyn Lee (Canteen)
Lisa Chamberlain (Fundraising)	Grace	Kate Reading (Grounds)
Karina Meldrum (Principal)	Taryn Greenfield (Canteen)	Steven Knoth (Title)
Gemma Ebbs	Leiahna O'Keefe	Fiona Flanagan
Trish Davidson	Francesca Pettenon (Uniform,	Nicky Bloomfield
Ann-Maree Geen	Exec)	

#### ITEMS

#### ACTION (NAMES)

<b>1. Meeting Opens 7:11pm</b>	
<b>2. Apologies</b> Dee Boni, Karen Campbell, E-Mae Lim	
<b>3. Confirmation of Minutes of Previous Meeting</b> 3.1. <b>Resolution:</b> That the <a href="#">minutes of the previous General Meeting</a> of Winthrop Primary School P&C Association on 9th November 2021 be taken as read and confirmed as a true and accurate record. <b>CARRIED</b>	
<b>4. Actions Arising</b> 4.1. The Chair reviewed the meeting actions register and noted that all matters would be discussed at items on the agenda or in tabled reports. 4.2. Interschool Polo's have been ordered so can be taken off the list. 4.3. Karina spoke to the office of Kim Giddens MLA who were asking for ideas about resources that the school needed that the state government could contribute towards. Karina suggested shade sails would be useful. 4.4. A certificate of participation has been received for the Your Move Program.	
<b>5. Funding Status</b> 5.1. An update against the approved spending was provided by David Wu.	

<p><b>6. Treasurer's report</b></p> <p>6.1. David Wu tabled the Treasurer's Report.</p> <p>6.2. David noted the bank balance around this period was usually around \$140k at this time of the year however due to some project delays (including the playground) the balance is \$178k.</p> <p>6.3. Discussion was held around how the funds could be best spent. Glyn noted that the decisions and planning was done around the Finance Meeting however anyone could put forward suggestions leading up to that meeting.</p>	
<p><b>7. Principals Report</b></p> <p>7.1. Karina Meldrum tabled the Principals Report</p> <p>7.2. Karina thanked Parents &amp; Kids for patience in the last few weeks especially around the impact of the recent COVID cases in the school. There was a fine line between too much and too little information, however.</p> <p>7.3. Special acknowledgment to Mr Gulberti who has worked diligently each weekend for the last month to stay on top of all COVID notifications. Thanks also to Lisa Chamberlain who had been diligently updating everyone across Facebook.</p> <p>7.4. Karina confirmed that she had placed an application into the process for the Principal role for Winthrop Primary School.</p>	
<p><b>8. Fundraising</b></p> <p>8.1. Lisa Chamberlain discussed:</p> <p>8.1.1. VIP Parking promotion - this is being investigated further.</p> <p>8.1.2. Lapathon /Scooterthon in class groups with parent spectators (but not volunteers). May need to run over a couple of days. Need to check with Kim to see if she can coordinate this again.</p> <p>8.1.3. Quiz Night - if things stayed the same then potentially can't run the event at the school and if not at the school then the costs may mean a profitable event would be more difficult.</p> <p>8.1.4. Raffle was good however it would probably be best suited to bi-annual event. Glyn thanked Lisa for a successful event.</p> <p>8.1.5. Movie Night to be run by the Dads Group again in 2022.</p> <p>8.1.6. Consider an annual P&amp;C Fundraising Fee to accompany the Voluntary Contribution. This would allow P&amp;C events to be more focussed on the social and community element rather than a fundraising drive for each event. This could be something considered for 2023.</p>	<p>Glyn</p>
<p><b>9. Canteen Report</b></p> <p>9.1. Tarryn discussed:</p>	

<p>9.1.1. Minimal activity at the canteen. Stock is coming in, but it is coming in late.</p> <p>9.1.2. We need to recruit more volunteers to replace older people who are leaving plus</p> <p>9.1.3. Hawkers Cafe - switched to Thursday.</p> <p>9.1.4. Sausage Sizzle is an idea next term. Consider Tuesday for whole school or Friday if just the older kids.</p> <p>9.1.5. Email Karina confirming the P&amp;C is willing to support the installation of an oven into the canteen.</p> <p>9.1.6. Send canteen email out for Tarryn to send out to class reps to recruit volunteers.</p>	<p>Adam</p> <p>Adam</p>
<p><b>10. Uniform Committee</b></p> <p>10.1. Abby asked the P&amp;C to recommend to the Board that a questionnaire goes out to the school community about changing the colour and material of the school polo's.</p> <p>10.2. Francesca tabled the Uniform Shop Report.</p> <p>10.3. New 23L school bag is approved on the basis that the new school log is added. Communication needs to be published noting the change in warranty status of the bags.</p>	<p>Abby</p> <p>Francesca</p>
<p><b>11. Band Committee</b></p> <p>11.1. Glyn tabled the Band Report.</p> <p>11.2. Emae - is looking for a successor to learn the ropes for 2022 and wanting to hand over to a new Band Coordinator. Anyone wanting to take on this role is encouraged to contact Emae or Glyn to discuss further.</p>	
<p><b>12. Grounds Committee</b></p> <p>12.1. Kate Reading spoke about the school grounds.</p> <p>12.2. Thanks to Mrs Trainer who helped Lisa to completely refurbish the school garden.</p> <p>12.3. Kate queried whether the school was interested in contributing to the Winthrop Gardners space.</p> <p>12.4. Clean Up Australia Day in March did not go ahead but we will look to run a Clean up Winthoog</p> <p>12.5. Karina thanked Kate for the work put into the space. The Winthrop Farmers are loving the space and have recorded video in and around the space. It may also be used as a tool in the in the Gifted &amp; Talented Program.</p> <p>12.6. Kate mentioned other teachers had expressed interest in putting a similar space down into B Block.</p>	
<p><b>13. Community Events</b></p>	

<p>13.1. San tabled the Community Events.</p> <p>13.2. The report includes a survey of parents to try and identify the best events and best times to hold the events.</p>	
<p><b>14. Dads Group</b></p> <p>14.1. Adam Deane tabled the Dads Group Report.</p>	
<p><b>15. Sports Committee</b></p> <p>15.1. Glyn Geen tabled the Sports Committee Report.</p> <p>15.2. Cricket Australia has confirmed a \$5,000 grant has been approved to install a new synthetic wicket which will be installed with help from Programmed.</p> <p>15.3. Karina noted the school bore had broken over the summer which caused the grass on the oval to become dry/die. This has been fixed now.</p>	
<p><b>16. Graduation Committee</b></p> <p>16.1. Annmaree tabled the Graduation Committee Report.</p> <p>16.2. Karina noted that using the first name (and surname initial) on the leavers shirts is ok for 2023 leavers shirts.</p>	
<p><b>17. C &amp; D Block Playground (formerly Nature Play)</b></p> <p>17.1. Glyn asked for volunteers to take forward the playground. Trish is keen to proceed with these and will meet up with Glyn to take this forward.</p> <p>17.2. We may need to communicate with parents about the works that are going to happen in the area when we know what is happening.</p>	<p>Glyn &amp; Trish</p>
<p><b>18. Any Other Business</b></p> <p>18.1. Swimming Carnival - difficulty in organising the event. Consider holding it later in the year beyond Term 2.</p> <p>18.2. Containers for Change - Adam arranging meeting with Maisie Stein</p> <p>18.3. Your Move Program - Consider a Scoot/Walk to school event and combine it with a min-social event. The more we post stories, the more we get engagement the more money we unlock to contribute to movement related activity.</p> <p>18.4. Key P&amp;C positions will be available at the next P&amp;C Meeting (AGM). If anyone is interested in taking on a role please speak to Glyn or attend the AGM.</p>	<p>Adam</p> <p>San &amp; Zarin</p>
<p><b>19. Summary of Actions</b></p> <p>19.1. See ACTIONS noted above.</p>	
<p><b>20. Date of Next Meeting</b></p>	

20.1. Annual General Meeting - 23 May 2022	
<b>Meeting Closed:</b> 9:20pm	

APPROVED