



Yeo Park Infants School P&C

Learning and growing together

MINUTES: 2016 AGM 16 th March 2016	START TIME: 7PM	FINISH TIME: 9:25 PM	LOCATION: Library
Attendance:			
OFFICE BEARERS	Maria Riley (President); Tim Pring (Secretary); Larissa Mullan (Treasurer); Steve Clarke (Assistant Secretary)		
MEMBERS PRESENT	Fiona Wood (Principal); Louise Gunter; Lassity Martin; Kirstyn Bodell; Stephen Brewer; Bill Clarke; Carolyn Jury; Steven Riley; Susan Casey; Josh Switzer;		
NON-MEMBERS	Chirs Chib (NSW Board of Studies, Teaching and Educational Standards)		
QUORUM	<i>Required:</i> 5 members	<i>In attendance:</i> 11 members	
CHAIR	Maria Riley		
MINUTES	Tim Pring		

1. Opening & Apologies	Maria Riley
Apologies: Neroli Butt (Vice President – Fundraising); Caren Walters (Vice President – Social); Pamela Chalmers	
2. Minutes Of Previous Meetings	Maria Riley
MINUTES: 2015 AGM – 11th Feb 2015	
<ul style="list-style-type: none"> • Accepted subject to the following changes: <ul style="list-style-type: none"> ◦ Typo – ‘Kind’ should read ‘Kindy’ 	
Motion: That the minutes for the meeting be accepted.	Moved: Carolyn Seconded: Steve C
3. Preamble	
Read by Stephen Brewer	
4. Annual Reports	
4.1. Principal’s Reports (Fiona) – <ul style="list-style-type: none"> • School Plan 2015 – 2017 tabled – Refer Attached • School Annual Report tabled – Refer Attached • Carolyn asked what the \$50000 labelled “rollover” represent in context of the School's financial position. Fiona explained that this is unspent money that is held on to, to cover unexpected expenses. This is in line with advise from the school's financial auditor who recommended a rollover amount of between \$45K- \$50K • Steve asked Chris (NSW BoSTES) to explain what recent changes whereby principals of small schools would be removed and instead be led by a principal of another bigger school <ul style="list-style-type: none"> ◦ Chris - Confirmed that this policy was being considered, but that 	Fiona

<p>this had not ever been put into place.</p> <ul style="list-style-type: none"> ○ Steve asked whether, in the event that Fiona left the school, she would be replaced by another principal. ○ Chris - Yes. The proposal is more applicable to schools with a very small student population; i.e. as 6 students. • Steven Riley - Asked a question about a variation in Tied Funds and could this be accounted for? <ul style="list-style-type: none"> ○ Chris - Explained that this is in line with a funding model change and that a reduction in this would be seen as an increase in RAM money. <p>4.2. Treasurer’s Report - Attached</p> <p>4.3. Fundraising Report – Attached</p> <ul style="list-style-type: none"> • Key finding: Developing a pipeline of ideas would enable fundraising efforts and initiatives to focus on specific areas and projects that we would like to fund. This would enable greater leverage of grants as a means of funding P&C interests and initiatives rather than relying solely on the more traditional means of fundraising. • Please add Susan, whose contribution to fundraising was enormous for 2015, to the fundraising honour roll <p>4.4. President’s Report – Attached</p> <ul style="list-style-type: none"> • The president’s report focusses on the success of the P&C’s partnership with the school and the achievements for 2015 of the Fundraising Committee. 	<p>Larissa</p> <p>Neroli</p> <p>Maria</p>
<p>Motion: That all tabled reports be accepted</p>	<p>Moved: Steve C Seconded: Tim P</p>
<p>Motion: Motion of thanks to Maria for her fabulous work in her role as president of the P&C for 2015.</p>	<p>Moved: Steve C Seconded: Tim P</p>
<p>5. P&C Office Bearer Appointments for 2017</p>	
<ul style="list-style-type: none"> • The following positions were nominated and appointed: <p>Secretary - Tim Pring Moved by Fiona Seconded by Maria</p> <p>Uniform Coordinator - Susan Casey Moved by Fiona Seconded by Maria</p> <ul style="list-style-type: none"> • Susan requested a second person be appointed such that this can be transitioned over the coming year as Susan will not be here next year. <p>Treasurer - Larissa Mullan Moved by Fiona Seconded by Stephen Brewer</p> <p>President - Stephen Brewer Moved - Fiona</p>	

Seconded - Maria

Vice President (Social Functions Coordinator) - Lassity Martin

Moved - Fiona

Seconded - Larissa

Vice President (Fundraising Co-ordinator) - VACANT

Assistant Treasurer - VACANT

Assistant Secretary - Steve Clarke

Moved – Tim P

Seconded - Maria

Financial Auditor - Steven Riley

Moved Larissa

Seconded Maria

ATTACHMENTS:

Principal's Reports

- [School Budget Report 2015](#)
- [School Annual Report 2015](#)
- [School Plan 2015 – 2017](#)

Treasurer's Report – <https://drive.google.com/file/d/0B8xFfDf4PUWRWndnckZ4QXlwWIk/view?usp=sharing>

Fundraising Report - <https://drive.google.com/file/d/0B8xFfDf4PUWRQnhqWDdZNXBZc28/view?usp=sharing>

President's Report – <https://drive.google.com/file/d/0B8xFfDf4PUWRQnhqWDdZNXBZc28/view?usp=sharing>