



MINUTES 10 June 2015

Start time: 7pm

Location: Library

OFFICE BEARERS	Maria Riley (President); Neroli Butt (Vice President – Fundraising); Caren Walters (Vice President – Social); Tim Pring (Secretary); Steve Clarke (Assistant Secretary); Larissa Mullan (Treasurer)
MEMBERS PRESENT	Fiona Wood (Principal); Carolyn Jury; Pamela Chalmers; Kirsten Bodell
NON-MEMBERS	Vanessa Venetis
CHAIR	Maria Riley
MINUTES	Tim Pring

Note: It was observed *ex post facto* at the meeting of August 2015 that a quorum was not present. The decisions of this meeting were ratified at the August meeting.

1. OPENING & APOLOGIES:	Maria Riley
Apologies: Peter Murray; Susan Casey; Sarah Lam; Steven Riley; David Sutton	
2. MINUTES OF PREVIOUS MEETINGS:	Maria Riley
MINUTES: 26/NOV/2014: Amended copy provided at meeting. <ul style="list-style-type: none"> • Amended as per feedback and accepted as final. MINUTES: 13/MAY/2015: <ul style="list-style-type: none"> ○ SC - Caritas was the charity for the Cake Day donation. Update to reflect this. ○ Moved: Caren Walters ○ Second: Larissa 	
Motion: That the minutes for the meeting 13/May/2015 be accepted.	Moved: Caren Walters Seconded: Larissa Mullan

3. PREAMBLE	Read by: Larissa Mullan
The preamble was read.	
4. REPORTS.	
<p>4.1. PRINCIPAL'S REPORT</p> <ul style="list-style-type: none"> • Reports - Going out in Week 10. Teachers have put a great amount of effort into the new format, using parent friendly language and ensuring genuine personalised comments and feedback. • Thanks in advance for Trivia night; Staff for the artworks; Neroli for Grants Application; <ul style="list-style-type: none"> ○ Photos of artworks for promotional purposes is fine. • Staffing – Leonie Burr is now working on Thursday as well. School is currently looking to employ a LaST for a day a week. <ul style="list-style-type: none"> ○ SLSO funding is a potential contribution that the P&C can support. Fiona mention that this was something that was undertaken at another school - this was approx \$25K and supported one SLSO for the year • New parent information night at the school in the last week of term 2. The school is seeking new enrolments and to boost student numbers for next year. <ul style="list-style-type: none"> ○ Neroli asked whether promoting the information night through social media is OK. Fiona confirmed that this would be great. ○ Other options for promoting the school to new parents in the area were discussed. Suggestions included sourcing demographic information from local councils. ○ SC requested that the school confirm how the school can siblings and out of area • School Plan – work is continuing and is focussing on milestones and evidence to show achievement of goals. This should be done by early Term 3. • Note for Fundraising - the Trivia night prep during school reporting period is not convenient. Future events that require involvement from teaching staff should be scheduled so that they don't overlap with reporting periods. • Full report available on P&C website. 	Fiona Wood
<p>4.2. TREASURER'S REPORT</p> <p>Expenses: Trivia Night; Yoga; Broccoli Cinema screen hire Income: Minor transactions, but the next period will see the income from Trivia Night. Balance: ~\$40K</p>	Larissa Mullan

<p>4.3.FUNDRAISING REPORT</p> <ul style="list-style-type: none"> • The biggest event on the fundraising calendar is this Saturday Night - Trivia Night at Ashbury School from 7pm. Tickets are still on sale - at the Flexischools website and also by completing a form and paying in cash via the school box. Buying tickets from Thursday and at the door are now \$5 more than the list price. Don't forget there is a live auction of the Class Artworks and a Silent Auction where guests bid for items on display including the Drugstore Cafe Golden Cup Voucher, babysitting, a voucher from the best hairdresser in the inner west (mine!) and much more. Get your tickets soon - be there or be square! • Next up are the Bunnings BBQs - that's right. Two Bunnings BBQs. One at the Alexandria store on 25 July - with a bonus cake stall. And then another one on 1 August at the Ashfield store. I know this is a big ask, and I am really hoping we can all pitch in to cover both. It is a fantastic opportunity to raise some serious money. Rosters will go up towards the end of the term to kick things off. • Don't forget the City 2 Surf team - feel free to join up or sponsor the team. • Thanks again to all the hard work Kirstyn and the team are putting in to organise Trivia Night. See you there! 	<p>Neroli Butt</p>
<p>4.4.PRESIDENTS REPORT</p> <ul style="list-style-type: none"> • Scooter Racks – These have been ordered and arrangements are being made to have them delivered and installed. • Process for Caturbury Hurlstone Park RSL application – Thanks to Neroli for kicking this off. • Thanks to everyone involved in the fundraising. Great work by all. 	<p>Maria Riley</p>
<p>5. BUSINESS ARISING FROM PREVIOUS MINUTES</p>	
<p>NONE</p>	
<p>6. NOTIFIED AGENDA ITEMS</p>	
<p>NONE</p>	
<p>7. General Business</p>	

<p>7.1. Privacy</p> <p>The P&C possesses private information pertaining to its members, its operations and its business. To date it is apparent that some of this information is published through a variety of channels including the P&C website, official and unofficial social media channels (Facebook etc) and that this is done in an inconsistent manner. This raises concerns with the way that the P&C handles private or confidential information.</p> <p>Publishing of information relating to P&C business and operations:</p> <ul style="list-style-type: none"> • Information pertaining to P&C business such as minutes and reports when published to the P&C internet site must not be made public • Options were discussed and while a secure portion of the site requiring logon was seen as ideal it was considered impractical to implement given the current website. Instead the consensus was to remove links from the website to the meeting papers and only publish this URL via email directly to P&C members. • ACTION: Kyrsten to amend website to remove public links to meeting papers. <p>Social Media Policy:</p> <ul style="list-style-type: none"> • The need for a social media policy was discussed and it was agreed that the P&C should adopt one as soon as practical. • It was agreed that the Governance Committee would undertake this activity. • ACTION: Governance Committee to draft a social media policy. 	<p>Maria Riley</p>
<p>Motion: That the P&C website will be adjusted to remove publicly accessible links to the Meeting Papers page. Papers will continue to be published there, and a direct URL sent only to members.</p>	<p>Moved: Caren Walters Seconded: Pamela Chalmers</p>
<p>7.2. Australian Charities and Not-for-profit Commission</p> <p>As a not-for-profit organisation the Yeo Park P&C is required to register with the ACNC. This is a pre-requisite for certain tax concessions including the establishment of a building fund.</p> <p>Tim is currently in the process of completing the application.</p>	<p>Tim Pring</p>
<p>7.3</p> <p>This item has been removed from the minutes as per decision of the August 2015 meeting.</p>	



ATTACHMENTS:

Principal's Report