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| MINUTES: 10th February 2016 | | START TIME: 7PM | LOCATION: School library |
| Attendance: | | | |
| OFFICE BEARERS | Maria Riley (President), Larissa Mullan (Treasurer), Steve Clarke (Assist. Secretary) | | |
| MEMBERS PRESENT | Steven Riley; Rina Rathod, Susan Casey; Kirstyn Bodell, Stephen Brewer; Carolyn Jury; Bill Clarke; Fiona Wood (Principal); Pam Maddock, Bill Clarke, Pamela Chalmers, David Sutton | | |
| NON-MEMBERS | Josh Switzer (paid, prospective), Lasssily Marhn (paid, prospective), Helen Rees, Lisa Seeney (YPOOSH), Kira Luther (YPOOSH), Luke Buckle, Renee Gare (teacher), Michael Constable | | |
| QUORUM | <i>Required: 11 members</i> | <i>In attendance: 15 members</i> | |
| CHAIR | Maria Riley | | |
| MINUTES | Steve Clarke | | |

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| 1. OPENING & APOLOGIES: | Maria Riley |
| Apologies: Neroli Butt (Vice President – Fundraising), Tim Pring (Secretary) | |
| 2. MINUTES OF PREVIOUS MEETINGS: | Maria Riley |
| MINUTES: 11 November 2015 Corrections – Caren Walter was not present; Martine La Fontaine’s name spelt wrong. • ACCEPTED | |
| Motion: That the minutes for the meeting incorporating above corrections be accepted. | Moved: Bill Seconded: Stephen |

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| 3. PREAMBLE | Read by: Larissa |
| The preamble was read. | |
| 4. REPORTS. | |
| 4.1. OSHCARE REPORT <ul style="list-style-type: none"> PRESENTED (Question - Rina) child who had a fall at the centre | Kira Luther |
| 4.2. PRINCIPAL'S REPORT <ul style="list-style-type: none"> PRESENTED (attached) All parents asked if they could provide an A4 plastic folder for their child for notes (Suggestion) a P&C sign up table at the Parent Info Night (Question – Larissa) Can we approve membership of those who sign up before the AGM (Steve to follow up) (Feedback – Pamela) Parents really value announcements at lines (Pam) Disadvantages those who cannot attend lines (Steve) Not everyone can get schoolbag app – only works on some phones/ devices | Fiona Wood Moved: Larissa Seconded: Susan |
| 4.3. TREASURER'S REPORT <ul style="list-style-type: none"> PRESENTED Analysis presented by Steven R – fundraising net income per child increased significantly in 2015 on year before. | Larissa Moved: David Seconded: Kirstyn |
| 4.4. FUNDRAISING REPORT <ul style="list-style-type: none"> WRITTEN REPORT PRESENTED (below) <p>'2015 ended with a bang - our last fundraising event was the selling of the calendar, cards and fabulous tea towels. Many thanks to Louise for organising, Ruth for taking the photos, the teachers for helping pull together the pictures for the tea towels, and all the other people that no doubt helped with this event. Thanks again.</p> <p>Bunnings BBQs at Ashfield have been booked for 2016. As Bunnings are keen to get people to run the weekday one, we have been given a Friday and a Saturday. Friday 6th May and Saturday 12th June. Would be awesome if someone could put their hand up to organise them now so I can send them the info and let Ashfield Bunnings know. On the bright side, if you hold Broccoli Tree Cinema in May this year, you will be able to carry over onions, sausages, drinks and condiments between the three events! Good luck for 2016!</p> <p>Note: 12th June is Sunday, not Saturday – to check dates. It would be useful for the existing fundraising team to meet to start making a plan for the year ahead, dates etc.</p> | Neroli Butt Moved: Pamela Seconded: Bill |



The Committee agreed the answer was 'no'. According to the rules as they are written, the only requirement for membership is that the necessary fee has been paid before the roll is updated. Thus, to vote at the AGM in March, a person needs to pay their membership fee to the Secretary before they update the rolls at the end of the February meeting. It does not matter whether or not they are present at the meeting

- 2) How to deal with unexpected elections caused by last minute nominations – in a fair, inclusive and practical way.

The Committee recommended that 'nominations for Officer positions close a week before the AGM, and that names of candidates be published to members at that time.'

After discussion, the meeting agreed to amend this to:

Nominations for Executive Officer positions to close at the close of afterschool care on the Monday immediately prior to the Wednesday of the AGM, and that names of candidates/ nominees be published at that time.

If no nominations for a given position are received prior to the closing of nominations, then nominations will be taken from the floor at the AGM.

This proposed rule change will be put to a formal vote at the General Meeting in March

The Governance Committee also recommended:

- That a grievance procedure be developed in 2016 and guidance sought from the Federation in the first instance
- That, as it has previously been endorsed, the P&C code of conduct be published on the website without the 'Draft' watermark. However, as the Federation has more recently updated its model code of conduct, that YPP&C's code of conduct also be reviewed

After discussion, the meeting also recommended that the P&C's preamble be formally ratified and that an 'acknowledgement of country' be added and brought to the next meeting (Stephen/ David to follow up)

6.3 (Suggestion) Safe Schools Coalition (Background to be attached)

Suggestion that YPIS join the Safe Schools Coalition (safeschoolscoalition.org.au) and be able access the training and resources provided as needed.

Discussed. Steve to provide further information and Fiona and the school staff to consider further.

Seconded:
Stephen B

Steve

7. General Business

ATTACHMENTS