



Parents and citizens association

Minutes - Wednesday the 8th of June 2011 at 7.00 pm

Chair: Andrew Ward

Minutes: Isabelle LeCalvez

Present: Stacey Furner, Ruth Tettly., Susan Browne, Nadia Vigna, Isabelle LeCalvez, Lindsay Sawers, Emily Qereqeretabua, Fiona Day, Andrew Ward, Steve Clarke, George Lombard, Eugenia Munro

ITEM	DETAILS	MOTIONS / ACTIONS
1) Start time:	7:15pm	
2) Welcome		
3) Apologies	Michelle McTavish-Ward , Natanya Mandel, Todd McNeil.& Sybille Bauer	
4) Preamble	Read by Andrew Ward	
5) Minutes of the Previous Meeting	Minutes of the meeting held on 11 th May 2011	<p>Motion: "That the May Minutes be accepted".</p> <p style="text-align: right;">Moved: Nadia Seconded: Emily</p>
6) REPORTS		
4.1 Principal.	<p>Stacey Furner acknowledged Dianne Thompson and Jeanette Taylor for doing such a great job in her absence.</p> <ul style="list-style-type: none"> • Parent information night for Kindy 2012 is coming near. • Fund Raising Opportunity for P&C at the combined Infants Schools athletics carnival; providing coffee and cake. 17th August (Term 3). • Playground Grant- Repainting the existing playground paintings. Due to wet weather delayed. • Possible Pizza & PJ night term 3. 	<p>Motion: "That the Principals report be received".</p> <p style="text-align: right;">Moved: Andrew Seconded: Isabelle</p> <p>Actions: To liaise with Kris Killorn regarding Pizza & PJ date.</p>
4.2 Treasurer	<p>Nadia Vigna Tabled :</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bank Statements – Business Transaction Account & Business Online Saver Bank Balance as at 8/06/2011 <input type="checkbox"/> Lindsay Sawyers will be soon taking over treasurers' duties. 	<p>Motion: "That the Treasurers report be accepted".</p> <p style="text-align: right;">Moved: George Seconded: Steve</p>

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<p>4.5 Fundraising</p>	<ul style="list-style-type: none"> □ Last month we conducted a survey to see what type of events and merchandise interested our school parents. <ul style="list-style-type: none"> □ Overwhelming interest for both a moonlight cinema event and a lawn bowls event. □ The most popular merchandise options were; coffee, tea etc and any items involving art work by the children. Three people mentioned the need for another bike rack on the comment section of their surveys. □ The fundraising committee met on the 27th of May to discuss the surveys and plan the events for the remainder of the year. <ul style="list-style-type: none"> □ As the moonlight cinema event will involve substantial costs, we will not go ahead with this option unless we can gather sponsorship from local businesses. Summer Hill lawyers (aka George Lombard) has already generously pledged \$100 to this event. □ Halloween - lawn bowls possibility □ Emily is arranging for the sale organic Teas, coffee and hot chocolate and is currently just waiting for the arrival of the order forms. These will arrive this week and be ready to go out to parents next week. □ Todd will meet with the principal and or teachers to discuss various children’s art projects. As these projects require the time and effort of the teachers we want to make sure decisions are made in consultation. □ Steve has organized for Yeo Park Infants school P&C to be one of the charities entrants of the City to Surf can nominate. A list has gone up on the school notice board for people interested in joining the “YIPIS” a social group which is going to walk the city to surf. □ Fiona presented a proposed fundraising calendar for the year. □ Interest was expressed in running another wine fundraiser. 	<p>Actions: Follow up on possible Yeo Park wine fundraising venture.</p> <p>Steve – sponsorship for moonlight cinema</p> <p>Fiona - ring local lawn bowls clubs to see what they have to offer.</p> <p>Todd - meet with Staff to discuss various children’s art projects</p> <p>Motion: “That the Fundraising report be accepted”.</p> <p style="text-align: right;">Moved: Eugenia Seconded: Susan</p>
<p>4.3 President</p>	<ul style="list-style-type: none"> □ Sydney Region P&C Term 2 meeting was held on Monday 6th June focussing on increased communications from the Regional Council and he pros and cons of setting up and maintaining a website. <ul style="list-style-type: none"> ○ It is noted that “At School” website Design Company who presented to the P&C last year has now ceased trading and a new company (Schools Only) has been set up in its place. Sydney Regional Council was not aware of any official affiliation of the company with the Federation. There appears to be no guarantee of any sponsorship deals being sourced to cover costs of set up and maintenance in the first two years as was suggested last year. ○ The overwhelming majority of opinion of those at the meeting was that it would be very beneficial to have a centrally based portal / template / facility to create P&C websites, but there was a definite feeling of distrust in paying a private company to manage this. The main concerns were based on the longevity of the company (especially given the first attempt has already fallen through – also that the sponsorship “deal” with ANZ had 	<p>Motion: “That the Presidents report be accepted”.</p> <p style="text-align: right;">Moved: Nadia Seconded: Isabelle</p>

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	<p>fallen through so this would also be a concern if long term funding could not be guaranteed).</p> <ul style="list-style-type: none"> ○ There was a general discussion on the pros and cons of creating and maintaining a web site – I shared our thought processes following the “at school” presentation last year and how we came up with our own site. It was acknowledged that were able to do this thanks to P&C members (Peter in particular) with the expertise and willingness to donate their time. ○ Following the meeting, several P&C representatives approached me requesting further details of how we went about setting up our site (web builder / costs / usability etc). One school even suggested that they would like to purchase our template. Further investigations into the logistics of this are underway. □ The Sydney Region P&C meet once a term to increase awareness of issues on a broader regional scale. They are an opportunity to come together to discuss and share information with other P&C Association members in the region. Anyone interested in attending meetings are encouraged to email me at info@yeoparkpandc.org.au and I will arrange for you to be included on the email distribution list for notices and agendas of meetings. □ I have been invited to attend a morning tea with the State Member for Canterbury, Linda Burney on Friday 10th June with other P&C representatives from the local area to discuss those issues that are pertinent to our school. Anyone who would like me to raise an issue on behalf of the P&C is encouraged to forward details via email prior to Friday morning. □ Cake Day today – Thanks to Susan & Jedda for coordinating and everyone else for their help. \$23.60 was raised. 	
5) General Business		
5.1	<p>Eugenia Munro</p> <ul style="list-style-type: none"> □ Skivvies are now available for purchase through school □ Parents finding it difficult to find ‘Best and less’ dance pants in stores at present. 	Action: Eugenia to source dance pants for girls - alternative to ‘Best and less’ to sell at school
5.2	Website – Need to finalise PayPal details for online purchasing to commence.	Actions: Isabelle source ‘Non for profit’ Proof for PayPal account.
6. Meeting closed:	8.35pm	
Next meeting date:	Wednesday 10th of August 2011	

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YEO PARK INFANTS SCHOOL P&C MEETING 08/06/2011 TREASURERS REPORT

1. SUMMARY OF INCOME AND EXPENSES 11/05/2011 to 06/06/2011

Balance at 06/06/2011			24,486.44
Items	Sales/Income	Expenses	Balance
Uniforms	178.65	297.66	(119.01)
Cake Day	23.10	0.00	23.10
Bank Interest Earned	77.33	0.00	77.33
Donations to P&C	181.35	0.00	181.35
Pay Pal Account Verification	0.30	0.00	0.30
Special Lunch – Term 1	0.00	30.07	(30.07)
	460.73	327.73	133.00

Opening balance as at 11/05/2011	24,486.44	
Add: Sales/Income		460.73
Less: Expenses	327.73	
Closing Balance	24,619.44	

Business transaction account balance as at 06/06/2011	4,734.64
Business Online Saver account balance as at 06/06/2011	19,884.80
	TOTAL 24,619.44

2. YEAR TO DATE SUMMARY OF INCOME AND EXPENSES

Balance at 01/01/2011			16,959.00
Items	Sales/Income	Expenses	Balance
General Income			
Bank Interest	350.44	0.00	350.44
P&C Membership	53.00	0.00	53.00
Uniforms	1,296.65	1,382.42	(83.07)
Pay Pal Account Verification	0.30	0.00	0.30
General Expenses			
Meeting Refresh	0.00	15.00	(15.00)
Fundraising			
Stay in Bed Milk (AFD)	27.22	0.00	27.22
Cake Day	73.05	0.00	73.05
Bunnings BBQ	2957.75	1147.97	1809.78
Bulbs	608.00	319.00	289.00
Cards & Diaries	0.00	52.00	(52.00)
Gala Day	6826.85	1374.54	5452.31
End Term 1 BBQ (Drink Sales)	31.00	10.00	21.00
Donations to P&C	181.35	0.00	181.35
School Contributions			
Welcome BBQ	0.00	49.81	(49.81)
Student Insurance	0.00	300.70	(300.70)
Easter Eggs	0.00	63.66	(63.66)
Special Lunch Day	0.00	30.07	(30.07)
	12,405.61	4,745.17	7,660.44

Opening balance as at 01/01/2011	16,959.00
Add: Sales/Income	12,405.61
Less: Expenses	4,745.17
Closing Balance	24,619.44

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3. ATTACHMENTS

3.1 P&C Budget 2011

3.2 Account Summary/Bank Balance as at 06/06/2011

3.3 Bank Statements – Business Transaction Account and Business Online Saver

NADIA VIGNA

TREASURER, YEO PARK INFANTS SCHOOL P& C