

MINUTES
WILLOUGHBY PUBLIC SCHOOL UNIFORM SHOP
GENERAL MEETING – 10th August 2018
Soulplate Café

PRESENT: Lynda Morris, Helen Bromley-Fox, Melissa Fisher, Janice Choy, Emma McGoldrick, Jo Tucker, Caz Kam

APOLOGIES: Azita Tavakoli, Kirsten Rolleston

Confirmation of Previous Minutes (May 2018 General):

Moved by HBF. Seconded by JC.

Treasurer's Report:

Presented (and report tendered) by Janice C. Moved by MF. Seconded by CK.

- Uniform Shop is in a strong financial position. Stock holding still very high and measures continue to reduce stock holding, however recent changes to the girls uniform options has slowed sales of girls winter tunics and is expected to have the same effect on summer sales.
- We are in a position to make a donation to the P&C. However, after much discussion about the lack of clarity of the future uniform shop and the fact that no input has been sought from the Uniform Shop Manager or Committee, our intention is to set aside \$20K to ensure there are funds to create a safe and usable space for the WPS community.

Sales' Report:

Presented by Lynda M. Moved by EM. Seconded by HBF.

- Still significant summer and winter girls stock on hand and slight decline in sales.
- Both new and original sports shirts are on sale. New shirts are only available after original stock and size has sold out.
- Excess stock of Chiro bags, no further will be ordered.
- Boys SS shirt with logo will not be rolled out until 2019, after kindy purchases, due to stock levels.
- There was some discussion about the container being near full and that it will continue to be rented. A larger/longer container may be required in the future to accommodate stocks for Kindy 2019 intake.

Business arising from Previous Meeting (Convenor's Report):

Presented by Helen BF & Mel F.

- Uniform Shop working conditions – Committee discussed that no concrete information had been obtained regarding the status of the shop during construction/refurbishment; storage remains a key concern; the school cleaners do not vacuum the shop on any regular basis; conditions remain fairly archaic. Further, the team continue to express surprise that OH&S, welfare and certainty for our employee in the new school build does not appear to be a consideration.
- Track pants are currently locked between two suppliers and no firm design is a winner for all students; Jackets have been rejigged and we await final track pant fabric/colour to match; Branding on Boys S/S shirts looks fabulous and will likely roll out in 2019, pending stock holding.

- Girls' winter uniform and adjustments – remains on hold as the need appears to be declining. Some conversation, about writing off the fabric which cannot be released from Indonesia unless manufactured into a garment.
- Permapleat matters – further discussion about 'writing off' the winter fabric, no resolution was agreed; girls faulty shirts have been fixed; there is no need to reorder further school bags for Kindy at this stage.

Convenor's Report: Moved by JC. Seconded by LM.

General & New Business:

- School uniform update – uncertainty if the boys have also been granted permission to wear sports uniform every day and the further impact on shirt/shorts/pants sales.
- Our service to the families of WPS was discussed at length, as was the need for an on-site uniform shop, with the following key points raised:-
 - Thriving 2nd hand business
 - The need to provide easy access to cost effective uniforms for students of all shapes and sizes
 - We currently provide a high level of extra service, eg, ability to adjust uniforms to help make students feel they belong
 - Shop acts as a community hub, for parents and students alike
 - Uniforms are a key factor in school pride
 - Size of school demands onsite/easy access to families
 - We offer readily available uniforms Kindy and new starters, on site
 - The shop allows us to effectively returns, exchanges and faulty goods
 - Online sales and deliveries are effective, but a regular point of physical contact is vital for picking/packing, distribution, exchanges etc. Anything less than 2 deliveries a week is not a great solution for such a large school population.
 - The project team should consider a shared teaching space 'shop', with lockable cupboards, internet access, a table, a clothes rack, computer etc, eg, in the D block refurbishment.
- The Committee will request a short meeting with new Principal in Term 4 to reinforce these points.
- Term 3 Dr Shoe is returning, late August and Store Manager has requested a school email blast. MF to facilitate.
- 2018 Term 2 Opening Hours review – retain Term 2 opening hours and volunteer volume, but reduce volunteers to 1 per shift in Term 3.
- Stocktake - end of financial year stocktake is due in Wk 10 of Term 3. This will be followed by Term 3 volunteers' lunch, 12 noon at Soulplate.
- Gift for Harry – Committee agreed to spend \$150 on a farewell gift for Harry. KC to arrange.
- Any other business – Kindy Appointments and Kindy Orientation Dates were discussed. Further details/arrangements to be discussed offline, including fashion parade and google form set up.

Next Meeting: Term 4, Week 3, 2018

Next P&C Meeting: Term 4, 7th November 2018

Meeting Closed: 11.23am