

**WILLOUGHBY PUBLIC SCHOOL P&C
MINUTES OF ORDINARY MEETING
HELD 4th March 2009**

1. WELCOME AND APOLOGIES:

ATTENDEES: : Lisa Williams, Fiona Whitten, Aleksha Mehya, Sarah Boyd, Di Tuit, Julianne Nash-Smith, Owen Judge, Jodie Richards-McCabe, Eloise Power, Ethann Castell, Sue Magas, Vicki Craig, Amanda Perry, Rosina Blake, Peter Skehan, Di Suttor, Patricia Petterson, David Trevena, Michelle Verhagen.

APOLOGIES: David Ogilvie

2. CONFIRMATION OF QUORUM **CONFIRMED**

3. ADOPTION OF MEETING AGENDA **CARRIED**
1^o Eloise Power, 2^o Di Tuit

4. CONFIRMATION OF MINUTES
The minutes of the Budget Meeting held on the 25th November 2008 to be confirmed.
1^o Lisa Williams, 2^o Eloise Power **MINUTES CONFIRMED**

The Minutes of the Ordinary Meeting held on 10th December 2008 to be confirmed.
1^o Eloise Power, 2^o Sarah Boyd **MINUTES CONFIRMED**

5. BUSINESS ARISING

There was no business arising.

6. SCHOOL EXECUTIVE REPORT, by Patricia Petterson, Michelle Verhagen.

- First day of school ‘straight into class’, worked very well.
- Newsletters will be provided via email from the start of next term. Hard copies of the Newsletter will still be provided to those who do not want to receive via email, watch newsletters.
- Swimming Carnival went very well, thank you to Juliet and all who contributed.
- Mathletics and Spellodrome on 15th March.
- Technology – white boards all ordered.
- Preparations for Harmony Day.
- Grand parents day – 20th March.
- Best Start Info session parents – 9th March
- Award – North Sydney Community Service Award P&C 2008 for outstanding service to the local community, presented by Joe Hockey, Ray Martin.
- Applying for Government Grants where the works need to be completed within 18 months - P&C budget allocations may be impacted.

7. P&C EXECUTIVE REPORT, by Rosina Blake

- The environmental area is now up and running.
- Year 2 playground is fantastic however there is a huge problem with children playing on the playground equipment after school with no supervision. This is a huge safety issue. 3pm is cut off time. Patricia Petterson advised it is dangerous and there have been accidents. Looking at different strategies to stop this with the assistance from the P&C.
- P&C Morning Tea went very well with lots of helpers, thank you to all that helped.
- Coming up is the Disco this weekend, then Mothers Day Stall, Trivia Night and

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Secretary

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President

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Blokes Breakfast.

8. TREASURER'S REPORT, by Eloise Power

- Thank you to our new auditor Martin Dickey (current Year 1 parent) for handling the WPS P&C Audit review.
- Following accounts have been reviewed and signed off: Main P&C Accounts, Netball Club, Rugby Club and Canteen.
- Building and Auxiliary Funds to do, however minimal transactions have gone through.
- Presented Accounts position to 31 January 2009, no issues. Main spending has been on playground equipment and finalising the Environment Area. Need to arrange Finance meeting to discuss left over amount from 2008. Also chasing Ground Grant from Government that has not been received as yet.

9. FUNDRAISING REPORT, by Rosina Blake

Rosina (stepping in for the Fundraising Committee), who are busy preparing for the Disco this Saturday night. Ticket sales have been a huge success with 439 children's tickets and 382 adult tickets sold so far. The committee are in dire need for helpers required to assist with the set up with a gap between 7pm & 8pm time slot.

10. CORRESPONDENCE IN

No correspondence in.

11. CORRESPONDENCE OUT

No correspondence out.

12. SUB-COMMITTEE REPORTS

12.1 School Canteen, Convenors report by Jodi Richards-McCabe

- We are in great need for more volunteers for 2009 still relying on 5 parent volunteers Monday to Wednesday with the aim for 6 on Thursdays and Fridays to help with daily preparation and prepare lunch orders. We are desperately seeking more volunteers to fill shortages particularly on Tuesdays.
- Term 1 Roster and 2009 Menu is available from on the P&C website.
- The menu has been updated introducing more "Green" products.
- An increase in mini Salad Tubs sold this year. A good idea is to had the 'salad tub' to hot food orders, such as Chicken Nuggets.
- Attended the School Canteen Association Expo with Shirley Rutter.
- Operating surplus as at 3rd March 2009 is \$9,526.44.
- Canteen accounts tabled.

13. SCHOOL COUNCIL REPORT by David Ogilvie

Apologies were received from David for this meeting, the School Council Report will go into the WPS Newsletter.

14. GENERAL BUSINESS

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Secretary

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President

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- Rosina discussed the Willoughby City Council letter to the School Council in reference to the changes being carried out in Oakville Road.
- Rosina proposed that Deb Rowe who is heading up the Mothers Day stall be given authority to spend \$6,500 to buy this years gifts.

Motion that \$6,500 be allocated to the purchase of this year's Mothers Days gifts.

1^o Eloise Power, 2^o Di Suttor

CARRIED

- Lisa Williams raised the need for After School Care where as the school does not have the necessary space to cater for this, that a suitable site be sourced somewhere near the school. The P&C needs to keep this as an ongoing issue and work with Council or whomever else who can assist to get this in place.
- Rosina advised that subject to motions being endorsed that the Secretary and Assistant Secretary positions have been filled.

Motion to endorse Julianne Nash-Smith Secretary for 2009

1^o Lisa Williams, 2^o Sarah Boyd

ENDORSED

Motion to endorse Peter Skehan as Assistant Secretary for 2009

1^o Di Suttor, 2^o Jodie Richards-McCabe

ENDORSED

MEETING DURATION. Commenced 7.35 pm, closed 8.40 pm.

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Secretary

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President