

## WILLOUGHBY PUBLIC SCHOOL P&C MEETING MINUTES

7:00 PM, Wednesday 28<sup>th</sup> May 2014

Staff Room, Level 1, Administration Building at the School

### 1. WELCOME AND APOLOGIES

Attendees: Rebecca Cleary, Melissa Fisher, Phil Skurrie, Tim Swan, Janice Choy, Jenni Brown, Rosina Blake, Mike Alavi, Sarah Thomson, Evelyn Bowes, Caroline Herman, Penny Hackett

Apologies: Jules Nash-Smith, Donna McDuie, Peter Newman, Tanya Taylor

In Attendance: Patricia Petterson, David Trevena, Michelle Verhagen

### 2. CONFIRMATION OF QUORUM

Quorum obtained. 12 members present

### 3. ADOPTION OF MEETING AGENDA

Moved: Mel Fisher; Seconded: Rosina Blake; Motion carried.

### 4. CONFIRMATION OF MINUTES FROM 28 MAY 2013 - TERM 1 MEETING

Moved: Phil Skurrie; Seconded: Rebecca Cleary; Motion carried.

### 5. SUB-COMMITTEE REPORTS

NOTE: SUB-COMMITTEE REPORTS CAN BE FOUND AT: [HTTP://WWW.WPSPANDC.COM.AU/ABOUT/PC-MEETING-MINUTES/](http://www.wpspandc.com.au/about/pc-meeting-minutes/)

- FUNDRAISING

Verbal update provided by Jenni Brown

Mothers' Day Stall a success.

Parents' night out organized; everyone requested to promote the function.

- UNIFORM SHOP

Verbal update provided by Mel Fisher / Janice Choy

Profits should be up this year with the new uniforms.

Up to 200 girls uniforms donated for charity.

- GROUNDS

Report tabled by Sarah Thompson

Working bee held last Sunday and numbers down on previous years. Rose garden looks very good.

Ideas for getting more people to attend are needed. Celebrity gardener or class party reward suggested.

- BAND

Report tabled by Caroline Herman

Highlight for T1 was the Navy Band.

Performing Band played at the Concourse.

Easter Band breakfast was held.

Drum tutorial clash with after school care is sorted.

T2 highlight was band camp.

Financial overview provided. Sponsorship approved in principle.

Performing band to play at the Opera House on 8<sup>th</sup> August.

- RUGBY

No members present to report. Mel Fisher made comment on her son's positive experience.

- NETBALL

Verbal updated provided by Mel Fisher, supported by Rosina Blake.  
Swift tickets sold out. Finances looking good. Club going well.

- CHESS

Report tabled by Janice Choy.

Approx 70 members.

Currently in the top division of the NSW junior chess league.

Sound financials.

Privacy issues relating to parent lists was raised and the need to provide parents with the ability to limit the use of their personal information.

6. TREASURER'S REPORT & TABLING OF FINANCIAL STATEMENTS AND AUDIT REPORT

Report tabled by Evelyn Bowes.

7. BUSINESS ARISING

UNIFORM CHANGES & UNIFORM SHOP

Presented by Mel Fisher

BEFORE & AFTER SCHOOL CARE

Presented by Patricia Petterson

Cubbyhouse is ready to commence its service. Hoping that it will be up and running in the next few weeks, pending final departmental approval.

Capacity is about 93 with the take up around 30-50% each day.

Hall will be available by 6:30pm for other users.

Parents & Carers are encouraged to enroll before places are all gone.

8. SCHOOL EXECUTIVE REPORT

Presented by Patricia Petterson

- Another busy term with the Easter hat parade, Grandparents' day, cross country, NAPLAN, band camp, Mothers' Day stall, Habitat for Humanity fundraiser and grounds working bee all successful.
- Excursions have been numerous.
- Coming up - 100 days of Kindy, Kindy information morning, NAIDOC ceremony, senior dance at Glenn St Theatre.

9. PRESIDENTS' REPORT

- AUDITOR – PHIL SKURRIE

Still looking for an auditor for this year. Will move forward with engaging a paid auditor if no alternative found.

- NORTHERN SYDNEY COUNCIL OF P&Cs - PHIL SKURRIE

Attended meeting at the end of March; will monitor.

- 2014 ANNUAL CONFERENCE OF THE FEDERATION OF P&C ASSOCIATIONS OF NSW – PHIL SKURRIE

The legislation was passed to reform the P&Cs with a new executive structure with an AGM later in the year. Insurance renewal is due on 1<sup>st</sup> August with the plan to remove event notification requirements.

WHS Act applies to all volunteer organisations.

- PENSURST ST PROPERTIES UPDATE – PHIL SKURRIE  
Verbal updated provided by Phil Skurrie including a re-cap of a meeting with the Department in March.
- DAN MURPHY'S CARPARK – PHIL SKURRIE  
The development application was approved at the latest Council meeting.
- GRANDPARENTS' DAY – MEL FISHER  
Very well patronized with lots of food that all disappeared. Look at having a good will / donation box at the morning tea in 2015.
- ANZAC DAY – PHIL SKURRIE  
David Trevena was thanked for inviting the P&C Presidents to this special occasion; it was a lovely service.

#### 10. GENERAL BUSINESS

##### TRAFFIC ISSUES – MEL FISHER

Mel spoke with the new Mayor and the walking bus option was raised. To solve the issues and improve the safety we are looking at traffic light timing, additional lollipop person in Oakville St, drop off / pick up system and clearway options.

#### 11. CORRESPONDENCE IN AND OUT

Sent congratulations letters to Gail Giles-Gidney and Gladys Berejiklian. Both replied.

Received a \$30 cheque from Roxanne Tsui.

#### 12. OTHER BUSINESS

No business raised.

#### 13. CLOSE OF MEETING

Meeting commenced: 7:06pm

Meeting closed: 8:10pm