

MINUTES
WILLOUGHBY PUBLIC SCHOOL UNIFORM SHOP
GENERAL MEETING – 2 August 2019 (Term 3)
Soulplate

PRESENT: Lynda Morris, Helen Bromley-Fox, Melissa Fisher, Emma McGoldrick, Slavka Vagnero, Saskia Barlow, Jenni Brown.

APOLOGIES: Lisa Wood, Tamara Isterling, Kirsten Delaney.

Note: all motions and confirmation of reports were not conducted at the last general meeting, due to a focus on new uniform matters. Two sets of reports and minutes will be tabled at this meeting.

Confirmation of Previous Minutes (Feb & May 2019 General):

Moved by JB. Seconded by LM.

Treasurer's Reports:

Presented (and reports tendered) by Emma McG. Moved by MF. Seconded by HBF.

Business arising from Previous Meeting & General Business (Convenor's Reports):

Presented by Helen BF & Mel F.

- School uniform survey results & next steps – Jenni Brown updated the meeting on the uniform survey results, both the student and parent's survey, with a new polo shirt coming out on top. There was some discussion about design/manufacture, the timing of the roll out, reducing write offs and donations. In summary the uniform shop committee advised that a production meeting would be arranged for the following week, with timing and next steps to be updated at the upcoming P&C meeting.
- Further, the long sleeve white shirt will be retained – this was not originally communicated to the Uniform Shop Committee.
- Uniform shop 'connectivity' – this continues to be unresolved and will be removed off the agenda.
- School bags – standard bag is currently out of stock, but will be available before orientation and new intake. The chrio bag is available and will be sold at a reduced price, same as standard bag \$45.
- Track pants update – new stock is transitioning in and selling well.
- Permapleat matters – Committee to draft letter outlining supplier changes and material usage/timing.
- Stocktake – scheduled for final day of term. MF provided details from Shopify on how to take the shop offline for the count. Data entry may not be able to be done on the day. Team to resolve as necessary.
- Dr Shoe – it was agreed that Dr Shoe would visit during the school orientation, dates and times TBC. In addition, we could offer him a free advertisement in the P&C Community Adv supplement. MF to liaise with Simrita.
- Chess Club Hoodies – this item may be discontinued; however, Chess Club will advise following their general meeting.

- Band calendar for uniform shop, to help gauge demand – discuss/confirm remaining 2019 events and arrangement for 2020. To be mentioned at P&C meeting.

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

New Business:

- Kindy Orientation dates & planning – dates were received from school – there are more dates than in previous years. Committee to arrange roster and volunteers. Sign up Genius will again be used for Kindy uniform fitting appointments. Confirmation to be sought on fashion parade on Mon 21 Oct.
- As a result of at least 5 new students in Term 3, Committee decided to open Mon, Wed and Friday of Term 4. Term 1 opening dates to be confirmed, but likely to follow previous years.
- Uniform Shop signage – SB offered to craft a number of new signs for the uniform shop, including 'please wait to be called sign' unless looking at 2nd hand. A weather proof directional sign is also required for outside the shop, plus a Kindy Appointments here sign.
- Boys' logo shirts – a number of parents have reported that the logo pockets are being ripped off the boys shirts. The phase in of the new polos (without pocket) will minimise this likelihood.
- One member of the Uniform Shop Committee expressed a concern about the mental health of students who are being 'publicly' chastised for uniform misdemeanours. Through no fault of their own, be it family crisis, lack of resources or other some factor, not all children have equal access to the correct uniform at all times. The fact that a number of teachers visit the shop to buy items for their students, new or second hand, indicates that there are kids out there who may not be as fortunate as others.
- Any other business:-
 - Polarfleece – a number of sizes are running low. An agreement was made to make a minimum order, as temps were still cool.
 - Lids for Kids – uniform shop will be a collection point for this recycling initiative – of bread tags and plastic lids. A container and signage will be arranged. The key message is lids must be clean and dry.
 - Succession planning – 2 of four committee members will be leaving the school at the end of the year. Discussions are in place with a couple of shop volunteers to take on these roles. Both MF and HBF have agreed to continue to assist with the role out of the new uniforms in 2020.
 - New Uniform Shop logo was approved.
 - There is some damaged flooring and trip hazard outside uniform shop. This was reported.

Next Meeting: Term 4, Week 3, 2019 (AGM)

Next P&C Meeting: Wed 14 August & 6 November 2019 (AGM)

Meeting Closed: 11.55am