



## **Glendale Primary School P&C Association Minutes for Annual General Meeting 20/3/23 in the Glendale Primary School Library**

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Meeting Opened: 7:06 pm

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### **Attendance:**

Sarah Cusack (Chairperson)	Helen Fiebig	Aimee Jorgeson	Adam Panizza
Charlotte Richards	Emma Scanell-Brown	Daniela Bianco	Nikki Madden
Jessica Talbot	Lauren Gordon-Wright	Brodie George	Candice Arbery
Patricia Xavanna	Petra Cipriani	Kelly Smith	Carla Drake-Brockman
Callie Drake-Brockman	Nerilee Russell	Katherine Hegarty	Julia Boardman
Rhonda Doyle	Zara Draman	Kelly Leondard	Samara Williams
Claire Pusch	Kelly Wiersma	Candice Smith	Sharon Rampant

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### **Apologies:**

None

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### **Acknowledgment of Country:**

"I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Wadjak Noongar people. It is a privilege to be standing in Wadjak country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia."

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### **1.0 Past Minutes:**

Motion to accept the minutes of the last meeting on 13/2/23 as a true and accurate record.

Carried by: Carla Drake-Brockman      Seconded: Julia Boardman

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### **2.0 Business Arising From Previous Minutes:**

None

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### 3.1 Presidents Report:

Thank you to all attending. Looking forward to a great year ahead for P&C.

Carried by: Carla Drake-Brockman      Seconded: Aimee Jorgeson

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### 3.2 Principals Report:

Thank you to Sarah and P&C for the last year.

NAPLAN testing was moved to Term 1 this year. Has run very smoothly.

Request that the P&C submits a summary of last year, what was achieved and how funding was used.

That the Manager of Corporate Services sends a bill for photocopying / administrative costs, basing costs off previous years bills.

**Action by: MCS via Helen Fiebig**

Anniversary bricks have now been laid with photos shared on social media. Thank you to all who helped.

In the lead up to ANZAC Day families have been invited to add family members who have served to the Wall of Remembrance. Looking at having an artist create a war memorial mosaic with children.

Local member, Jessica Stojkovski, will be taking funding applications in the next 12 months. Considering applying for exterior of school to be painted or for shade structure over kindy area once applications open.

Parents have shown interest in Running Club recommencing once a week before school.

Staff may be able to take on an additional / substitute duty to run Running Club. Look at this as first option before investigating P&C run or 3rd party run at cost.

**Action by: Helen Fiebig**

That the above report be adopted.

Carried by: Carla Drake-Brockman      Seconded: Aimee Jorgeson

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### 3.3 Treasurers Report:

Year end accounts will be provided before next meeting.

**Action by: Adam Panizza**

Current balance sits approximately \$22,000 with invoices out.

Overview of how P&C money is spent, how spending is decided given.

That the above report and attached balance sheet be adopted.

Carried by: Julia Boardman      Seconded: Katherine Hegarty

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### 3.4 Canteen Report:

Successful initiatives: Golden Ticket competition, Teachers menu on Qkr, Welcome picnic, scraps to work farm.

Price rises for sushi and ice creams, difficulty sourcing potato products.

Thank you for all the support.

That the above report be adopted.

Carried by: Carla Drake-Brockman      Seconded: Rhonda Doyle

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### 3.5 Uniform Shop Report:

Polo shirts have arrived today and will be loaded on to Qkr for sale this week.

Overview of uniform shop, coordinator and support roles given. Since moving from pre-order system to shop system sales have increased approximately three fold.

That the above report be adopted.

Carried by: Julia Boardman Seconded Aimee Jorgeson

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### 3.6 School Board Report:

Provided by Helen as currently no School Board Representative.

War Memorial art work discussed.

As faction shirts have become too difficult to source, board was unanimous to allow children to wear plain coloured shirts on sports day. Current faction shirts are still OK to wear.

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### 3.7 Fundraising Report:

Mother's day stall and raffle coming up. Many donations sourced by Candice Smith for raffle. Gifts have arrived for stall. Volunteers will be sought out to run the Mother's Day stall.

Easter raffle. Seeking donations. Ticket sales will go up on Qkr.

Welcome picnic. Attendance slightly down on two years ago however feedback was overwhelmingly positive.

Scitech and potentially a sausage sizzle planned for next term.

Overview of Fundraising subcommittee and Coordinator role given. Last year raised close to \$7,000 with a goal to go higher this year.

That the above report be adopted.

Carried by: Sarah Cusack Seconded: Kelly Leonard

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### 3.8 Graduation Committee Report:

Two meetings held so far with lots of interest from parents wanting to help.

Allocating teams to graduation book, graduation activity, graduation morning tea.

Graduation shirts are in production.

That the above report be adopted.

Carried by: Katherine Hegarty Seconded: Carla Drake-Brockman

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### 3.9 Aboriginal Cultural Advisory Report:

Currently vacant with both school and P&C keen to fill.

Overview of role given by Sarah and Helen.

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### 3.10 Book Club Report:

Issue one sales \$1,148 rewards \$172. First issue out where the rewards were reduced from 20% to 15% due to increased production and transportation costs.

Small window for issue 2 orders due to public holiday/new catalogue arriving same day as issue one delivery.

Overview of Book Club coordinator role given.

That the above report be adopted.

Carried by: Sarah Cusack Seconded: Rhonda Doyle

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### 3.11 Social Media Report:

311 members on Facebook.

People whose children have now left the school will be removed.

**Action by: Social Media Coordinator**

Lots of enquiries from new parents about how things are run.

Overview of Social Media coordinator role given.

That the above report be adopted.

Carried by: Rhonda Doyle Seconded: Carla Drake-Brockman

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### 4.0 General Business:

That a pottery wheel is purchased by the P&C for use in the art department at a cost of approximately \$1,300.

Carried

That a water play station, \$349.95, and an outdoor construction station, \$1409.90, is purchased for use in the K-1 playground.

Resolution: vote at next meeting

That photos will be provided of the outdoor construction station.

**Action required: Helen Fiebig**

That a donation will be sought from the Men's Shed to build alternative water/construction station.

**Action required: Carla Drake-Brockman**

That the P&C funds or partially funds a Maths Show incursion in Term 3 for PP - 6 is \$1918 / \$7 per child.

**Hung vote. Revisit in next meeting.**

That a war memorial / mosaic art work be completed and installed behind the flagpole. Either funded or partially funded by the P&C. Total cost of \$10,000.

Not carried.

## **Dissolution of 2022 Office and Election of 2023 Office and Subcommittee Positions**

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### 5.0 Elections

President:

Daniela Bianco

Vice President:

Carla Drake-Brockman

Secretary:

Katherine Hegarty

Treasurer:  
Csallie Drake-Brockman

Fundraising Coordinator/s:  
Kelly Smith  
Sharon Rampant

Fundraising Subcommittee:  
Carla Drake-Brockman  
Petra Cipriani  
Aimee Jorgeson  
Jessica Talbot  
Charlotte Richards  
Lauren Gordon-Wright  
Candice Smith

Uniform Shop Coordinator:  
Petra Cipriani

Uniform Shop Subcommittee:  
Emma Scanell-Brown  
Sarah Cusack

Book Club Coordinator:  
Kelly Leonard

Aboriginal Cultural Advisor:  
Brodie George

School Board Representative:  
Zara Draman

Social Media Coordinator/s:  
Charlotte Richards  
Julia Boardman

Graduation Coordinator/s:  
Rhonda Doyle  
Gemma Jones

Graduation Subcommittee:  
Samara Williams  
Aimee Clark  
Lynsey Kavanagh  
Debra Jamieson  
Tamara Hawkey  
Nada Vukomanovic  
Claire Pring

Executive Committee:  
Nikki Madden  
Julia Boardman  
Aimee Jorgeson

Motion to accept the appointment of all members as elected and for President, Vice President and Treasurer to remain additional signatories on accounts.  
Carried: Carla Drake-Brockman Seconded: Kelly Smith

7.0 Next Meeting: 7:00 pm Monday 8/5/23

8.0 Meeting Closed: 8:48 pm

Attachments:

Glendale P&C Available Balance Report			
Date: 19th March 2023			
<b>Bank Balances</b>			
Bankwest Zero Account		\$3,290.55	Update
Bankwest Telenet Saver account		\$30,174.14	Update
Bankwest Debit Card		\$1,080.84	Update
<b>Total</b>		<b>\$34,545.53</b>	
<b>Less liabilities</b>			
Wages		\$1,247.44	
Superannuation		\$483.88	
ATO PAYG		\$478.00	
Accounts payable		\$0.00	
		<b>\$2,209.32</b>	
<b>Add assets</b>			
Unallocated Deposits		\$0.00	
		<b>\$0.00</b>	
<b>Less Specific Purpose Funds</b>			
Graduation Fees		\$0.00	
Glendale Contributions		\$200.00	
		<b>\$200.00</b>	
<b>Net available bank balance</b>		<b>\$32,136.21</b>	

Treasurer's Report:

#### Accounts

Account Name	Account Number	Balance
BUSINESS TELENET SAVER	302-162 0366517	\$30,174.14
BUSINESS DEBIT CARD	302-162 1834622	\$1,080.84
BUSINESS ZERO TRANSACTION ACCT	306-074 4165306	\$3,290.55

<b>Profit and loss report</b>			
<b>Glendale Primary School Parents &amp; Citizens Assn Inc</b>			
21 Glendale Avenue, Hamersley, WA, 6022			
Adam - 0431463050			
<b>Cash mode</b>			
<b>01 Jan 2023 - 19 Mar 2023</b>			
Generated 19 Mar 2023 18:54:20			
		<b>Total</b>	
<b>4-0000</b>	<b>Income</b>		
4-2400	Sales - Uniform	1,662.50	
4-2600	Sales - Canteen	11,099.15	
4-2700	Fundraising Income	373.00	
4-2800	Graduation Income	2,361.00	
	<b>Total Income</b>	<b>15,495.65</b>	
<b>5-0000</b>	<b>Cost of Sales</b>		
5-2800	Purchases - Uniforms	7,389.60	
5-2900	Purchases - Fundraising	1,379.38	
5-3000	Purchases - Canteen	5,693.47	
5-3100	Purchases - Graduation	731.50	
	<b>Total Cost of Sales</b>	<b>15,193.95</b>	
	<b>Gross Profit</b>	<b>301.70</b>	
<b>6-0000</b>	<b>Expense</b>		
6-1400	Bank charges	321.26	
6-1600	Computer Expenses	126.81	
6-2400	Glendale Primary School Contribution	5,300.00	
6-5400	Superannuation expense	483.88	
6-6200	Wages & salaries	4,608.28	
	<b>Total Expense</b>	<b>10,840.23</b>	
	<b>Operating Profit</b>	<b>(10,538.53)</b>	
<b>8-0000</b>	<b>Other Income</b>		
8-1201	Interest Income - Telenet Saver	81.42	
8-1300	Miscellaneous Income	33.40	
	<b>Total Other Income</b>	<b>114.82</b>	
	<b>Net Profit</b>	<b>(10,423.71)</b>	