



STANMORE PUBLIC SCHOOL

Stanmore Public School P&C Association 2017 Annual General Meeting - MINUTES (draft, until adopted at 2018 AGM)

When: 21 February 2017, 7pm
Where: School staff room
Chair: Rebecca Cox, 2016 President

Attendees: List is attached in Appendix 2.

Item	Description
1	President <ul style="list-style-type: none">• Acknowledgement of Country• President's Annual Report<ul style="list-style-type: none">◦ Copy attached in Appendix 1.
2	Secretary <ul style="list-style-type: none">• Apologies<ul style="list-style-type: none">◦ Alison Stokes, Lara Sabbadin, Kelly Lipert, Matt Crane, Caitlin Elliott• Tabling of 2016 AGM minutes• Resolution:<ul style="list-style-type: none">◦ That the 2016 AGM minutes be accepted.◦ Raised / seconded: Stephen / Rebekah◦ Result: Passed
3	Treasurer <ul style="list-style-type: none">• Treasurer's Annual Report including Audit Report.• Resolution:<ul style="list-style-type: none">◦ That the Treasurer's Report including Audit Report be accepted.◦ Raised / seconded: Vanessa/Stephen◦ Result: Passed• Resolution:<ul style="list-style-type: none">◦ That the membership fee for 2017 be "a gold coin".◦ Raised / seconded: Andrew/Jackie◦ Result: Passed• The Resolution to appoint an auditor for 2017 was deferred to a later meeting.
4	Election of 2017 Executive <p>The Principal, Fran Larkin, acted as Returning Officer and the meeting elected the following Executive positions, all unopposed:</p> <p>President: Caroline Snelling Vice-President: Anne Carroll Vice-President: Kylie Dzarir Treasurer: Todd Coleman Secretary: Caitlin Elliott</p>

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Election of subcommittees

The meeting elected the following committees and representatives:

Assistant Treasurer	<ul style="list-style-type: none"> ● Melissa Swanson
Events, Fundraising, Sponsorship & Grants committee (The meeting agreed to merge 4 proposed committees into this one.)	<ul style="list-style-type: none"> ● Angela Westerman ● Gen Gardner ● Janet Dandy-Ward ● Louise Marcroft ● Ruby Grennan ● Carol Kavurma ● Alicia Mintzes ● Janin Bredehoeft
Canteen committee (Members of this committee were actually voted in at the February General Meeting, rather than the AGM, after discussion of the Canteen financial and operational position. They are included here in these minutes also, for completeness.)	<ul style="list-style-type: none"> ● Caroline Snelling ● Melissa Swanson ● Tiffany Klopfer-Webber ● Peggy Fasolas ● Dora Georgaklis ● Jody Baker ● Alison Stokes ● Alicia Mintzes ● Kylie Dzarir ● Heather Prentice ● Louise Marcroft ● Anne Carroll ● Tamzin Stewart
Communications committee	<ul style="list-style-type: none"> ● Caitlin Elliott ● Dora Georgaklis
Pre-loved Uniform Shop committee	<ul style="list-style-type: none"> ● Deb Fownes
Lost Property committee	<ul style="list-style-type: none"> ● Jody Baker ● Kelly Lipert
Kitchen Garden representative	<ul style="list-style-type: none"> ● Stephen Jackson
Music representative	<ul style="list-style-type: none"> ● Rebekah Moles ● Linda Kristian

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Meeting Closed.

Appendix 1

2016 P&C President's Report

What a year!

2016 was marked with a lot of firsts – first Big Night Out without trivia, first real-estate sponsorships, and the first grey hairs for some of our younger members. We also ran the Canteen for the first time this year.

Although for the last two years we have tried as a P&C to focus on community building, inevitably fundraising takes up a lot of time and energy. After discussion at the first meeting last year it was decided that the funds raised from this year (V will tell you how much next) will go to refurbishing the toilets, something we know the kids will appreciate enormously.

The first first was Mother's Day – a really lovely and very successful fundraiser. Photographer parents from the school (thanks, Jan, Jason and Andrew) photographed every child in the school with a personalised message on a blackboard.

It's really, to my mind, the perfect event. Nestled right into the community through all the touch points – the parent body, the P&C, the teachers and kids – it ticked every box. The fact that the pictures themselves were beautiful and it was a successful fundraiser meant that every box was ticked.

But there were a lot of lessons to be learned, too. For every hit we had a couple of misses.

Last year we also held a Big Night Out without formal trivia rounds. After years of resistance, mainly from me, those younger members I was talking about insisted we have more dancing. And more dancing was had! There was also lots of money raised but the venue proved, yet again, to be impossible to light or wire for sound. I would suggest next year's theme is Prom and hope that it's more like Footloose than Carrie.

The Canteen. The P&C took on the running of the school canteen. Taking over the reins from a successful parent-run business proved to be very challenging. The canteen committee (of which I was a member) spent a lot of time discussing what makes a healthy canteen unfortunately meanwhile the Canteen wasn't delivering lunch on time. Running a Canteen is no easy task and managing it by committee is also difficult. At the same time, the Canteen was supported like never before by the parents, kids and the

school and is much loved. This will be a discussion point in the next meeting: how do we run this business, and ensure its success, by committee?

Sponsorship. Three real estate agents approached us last year who wanted to work with the school. After discussion at a meeting it was decided that we would work with all three rather than go down the exclusive route. We worked with Nicole from Gerber on the grandparents morning tea, Blake from Urbane did Father's Day and Movie Night, and Jono from Cobden and Hayson sponsored the BNO and also donated the proceeds from a commission-free sale, \$21,500. There were hits and misses here, too, as we were making decisions ad hoc. There was some pushback from parents, leading to the development of a sponsorship strategy and policy to ensure transparency and to keep and in line with community mores. This is to be discussed at the next meeting too.

Thanks so much to everyone and their efforts over the last 12 months: a particular shout-out to the executive, Fran, and to the stalwarts of the meetings, and to the volunteers. It hasn't always been easy but it's been worthwhile, My sincere hope is that we've left the P&C in a good position to move into an easier fundraising cycle with a sponsorship approach, that all the documents in the Google drive make the handover to the next people easier for them, and that our aims at the beginning of this year, to be open, to maintain our strong support of the school and to continue to foster community connection were achieved in some small way.

Appendix 2
List of 2017 AGM attendees:

Alicia Mintzes	Jody Baker
Alicia Ditton	Katie Wrigley
Alison Stokes	Kelly Lipert
Andrew Duncanson, Secretary	Kylie Dzarir
Angela Westerman	Kyong Choe
Anne Carroll	Lara Hopkins, VP
Bek Moles	Lara Sabbadin
Blake Lowry	Linda Kristian
Caitlin Elliott	Louise Marcroft
Carol Kavurma	Mark O'Donnell
Caroline Snelling	Matthew Crane
Clare Jones	Melissa Swanson
Deborah Fownes	Michelle Chantler
Dora Georgaklis	Peggy Fasolas
Eglantine Pollet	Rebecca Cox, President
Fiona Doherty	Ruby Grennan
Genevieve Gardner	Sonia Matiuk
Heather Prentice	Stephen Jackson
Jack Hynes	Tamzin Stewart
Jackie Greenwood, VP	Tiffany Klopfer-Webber
Janet Dandy-Ward	Todd Coleman
Janin Bredehoeft	Vanessa Bortolin, Treasurer
Jayne Mordue	Fran Larkin, Principal

Attendees became paid-up members for 2016 and 2017, prior to the AGM.