

ANNANDALE NORTH PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Minutes Wednesday 7th October 2015 meeting 7:30pm - 8:40pm

Welcome: We acknowledge the Gadigal people of the Eora Nation who are the traditional custodians of the land on which we stand. We pay our respect to the elders past and present.

1. Attendance:

Non members: Josh Collins (ex-officio - A/Principal) & Melanie Oxley
P&C members: Ruth Lyons, Annette Walker, Melissa Waller, Kate Rutledge, Wendy Routledge, Naomi Toy, Julie Charlton, Ian Cranwell, Ali Donaldson, Lisa Chambers and Tracey Blow

Apologies: P&C members, Pen Bye, Alissa Cook and Sally Webb

2. Confirmation of previous minutes:

2.1. September meeting: Moved Wendy Routledge, seconded: Ruth Lyons, carried unopposed.

3. Business arising from previous minutes:

Roof repairs: covered in Principal's report

4. Reports:

4.1. **President:** no report

4.2. **Treasurer:** see attached

4.3. **Principal :** In addition to the attached report, concerns were raised about interim solutions proposed by the DEC Assets department to temporarily fix the leaks in the Heritage building. **Resolved:** That the P&C to write to the DEC & local MP for a more permanent solution for the leaking roof in the heritage building, due to potential health risks for children if the roof continues to leak and potential damage to the newly refurbished library. Moved: Lisa Chambers, seconded Ali Donaldson. Additional documentation to be included in the submission includes: A heritage architect review, photos of current state of roof and pictures of classroom following extensive rainfall.

5. Sub-committee reports:

5.1 Fundraising: In addition to the attached report, Lisa Chambers raised concern that some families buy multiple gifts for Father's Day stall to ensure enough presents are available for children whilst it seems some families don't contribute at all. Option to outsource gifts mentioned. There is now a buffer of additional presents in storage for both Father's Day and Mother's Day stalls in 2016 to cover any shortfall. It was also agreed that the P&C can purchase presents on the morning of future stalls to cover shortfalls so parents should no longer feel obliged to bring in multiple presents.

70 Christmas trees have been pre-purchased with additional advertising to follow in Oct and Nov. Naomi will organise a banner in the coming weeks to expand advertising to the wider community.

At this stage no main event has been planned for 2016 and Naomi will liaise with the A/Principal to co-ordinate pre-planned events for 2016 such as Mother's Day and Father's Day, cupcake stalls and disco. Lisa Chambers and Ali Donaldson volunteered to assist Alissa Cook with the disco in 2016 and it was suggested a date be decided in consultation with Alissa as planning may need to start soon. Naomi will discuss with Alissa.

Resolved: That the P&C supports Sally Webb's Wine Fundraiser and will be guided by Sally on price and if a tasting is required. Moved Ali Donaldson, seconded Ruth Lyons.

5.2 Band and Strings: No report but the committee has a meeting scheduled for the 12 October. It has been many months since the committee provided a report and was suggested a report be provided in November to ascertain if monies were required and to plan for account auditing. Annette to discuss financial reporting with Lou Dobbin.

5.3 Facilities/Grounds: Josh Collins put forward two schematic drawings for new playground equipment for the infants playground. Josh suggested existing monies be rolled over to 2016 and additional funding sought in 2016 once a design has been chosen.

5.4 Grants: no report

5.5 Supporting Quality Learning: no report

6. New business:

- **Resolved:** That the P&C contribute \$1000 towards end of year celebrations for teachers. Moved: Tracey Blow, seconded Naomi Toy, carried unopposed.

- **Resolved:** That the P&C contribute \$500 towards the end of year 6 Yearbook for 2015 payable to the coordinator Melissa Waller: Moved Louisa Dobbin, seconded Melissa Waller, carried unopposed.
- **Motion carried:** That the P&C write to the Minister for Education and Minister for Planning on the effects of proposed development of housing along Parramatta Rd to schools and local amenities. Moved: Wendy Routledge, seconded Annette Walker
- Enrolments for 2016: covered in Principal's report
- Posting of agenda: Executive to ensure it is available on the website before meetings.

7. Correspondence:

- Fundraising brochures
- Kinder welcome night: attendance from Exec: Thank you to Ali Donaldson for volunteering at the Kindy Welcome night on the 15th October.

Next meeting: Nov 6th 7:30pm

Treasurers Report
(ANPS P&C Meeting, 7 October 2015)

- Profit and Loss for the main P&C accounts for the month of September 2015:

	MTD	YTD
	Sept	Sept
	\$	\$
<i>Income</i>		
Commission		561.67
Bank Interest	40.71	548.85
Dad's BBQ	10.00	4,381.90
Disco		6,680.20
Easter		3,950.15
Fathers Day	1,785.00	1,785.00
Fete		34,964.30
Christmas Trees		1,445.00
Fundraiser Stalls	620.75	5,163.67
Mothers Day		2,002.63
P&C Memberships	8.00	89.00
Second hand uniform sales	159.00	1,508.05
Step Into Life		100.00
Other	2,181.81	2,184.81
To be allocated		
TOTAL INCOME	4,805.27	65,365.23
<i>Expenses</i>		
ANPS Band Contribution/Grant		-
Dad's BBQ		- 1,168.74
Disco Expenses		- 3,688.05
Easter Raffle		- 232.74
Fete Expenses		- 2,743.81
Gifts-Teachers		- 957.75
Insurance-Public Liability		- 805.00
P&C Contribution to ANPS Wish List		- 78,353.46
P&C cupcake contribution to library		- 4,500.52
Aidan Brown Quest		- 1,584.00
Christmas Trees		- 1,800.00
Lucia		- 500.00
Year 6 Year Book		- 170.00
Thank you gifts		- 150.00
BBQs		- 1,777.29
Trestle Tables		- 179.95
Kindy welcome		- 996.37
Other		- 1,265.00
TOTAL EXPENSES	0.00	-100,872.68
Net Profit/(Loss)	4,805.27	- 35,507.45

- Ending bank balances at end of September 15 - \$42,160.20 for main P&C accounts (\$1,000 of unpresented cheques) and \$23,507 for band account
- The following commitments agreed earlier in the year have not yet been paid and therefore need to be deducted from the above ending bank balances to get the true available funds:
 - Band support of \$5,900 (to be called upon when required)
 - Expenditure on Christmas trees for Christmas tree fundraiser (costs will be fully covered by fundraising)

Principal's Report

Wednesday 7th

October

Josh Collins

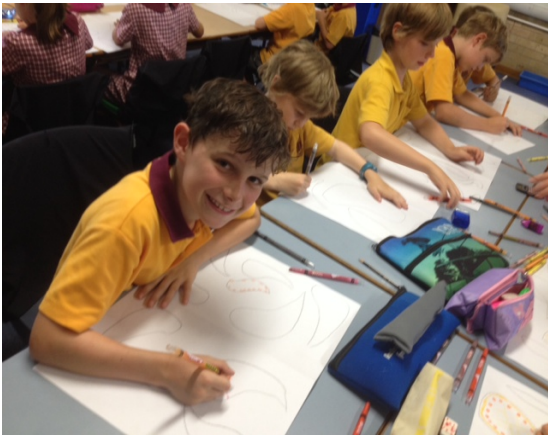


For the ordinary meeting of the
Parents and Citizens
Association, Annandale North
Public School.

At a glance

- * Principal position
- * Roof repairs
- * Tree removal
- * Enrolment decisions

Although only two days into the term, plenty to talk about. Firstly, the position of Principal at Annandale north Public School. I have spoken again with Director of Public Schools, NSW Sylvia Corish yesterday, who assures me that she is urging staffing to resolve the outstanding position. She awaits the decision on other schools also, and is keen to put everything in place as soon as possible this term. I thank the community at this point for their patience up to now, and understand if that patience is wearing thin.



Advice from Assets this afternoon on the progress of the roof repairs has indicated a temporary solution has been approved and work will begin when the necessary materials are ready. This I understand will take the form of a 'roof tray' that is constructed internally in the roof cavity and is plumbed to drain leaks outside. They are aware that a more permanent solution is required and is being considered, but determining exactly where the water is coming from remains their priority.



In tree news, an arborists report recommended several damaged/ disease trees needed to be removed and this was carried out over the holidays. I have the report with me for those interested to look.

The enrolment committee met at the end of last term. We examined current numbers, potential development, staffing requirements and the effect on families in this decision making progress. It was decided that allowing the siblings of current students who were made out of area by boundary changes could be accommodated without negatively affecting the structure of the school. We are happy to welcome those students who waited so long for the decision to be made.



Fundraising report for October 2015 meeting

Cupcakes:

Thanks to Year 6 for managing the stall last term – \$650 raised. Year 5 running next stall in week 3. Alissa Cook has volunteered to coordinate that.

Father's Day stall:

There was no need for the usual stress about there being enough gifts to go around – we actually had some left over. Profit was \$1750 and there was no need to make any purchases for it.

P&C now has a handy buffer of presents for both Mother's Day and Father's Day so both events should remain on the calendar, not only because of the money they make but the kids love them too.

Wine fundraiser:

See attached

Major Fundraiser for 2016.

No takers to coordinate the fete as yet.

Dads BBQ.

Another one this term – date to be fixed

Event Calendar 2016:

Dates will be fixed with the school as soon as possible but most likely not until next year.

ANNANDALE NORTH WINE FUNDRAISER

I think this fundraiser through Brendan Hilferty from Wine Point is a no brainer for the P&C. Several other schools have done it with great results.

If organized correctly there is very little work on our part, other than publicising the offer to the school community. If we do that well, there's plenty of profit to be made.

All wine orders can be done via the Wine Point website. It will look a little like the Oar Wines order page on his website:

<https://www.thewinepoint.com.au/our-shop/fundraising-wines/oar-wines-for-friends-of-tara-rowing.html>

We can also create a hard copy order form in case there are people who don't want to do it online.

The orders can be mixed cases.

All orders (1 case minimum) are charged \$6.60 per case delivery and delivered directly to their homes.

Brendan Hilferty from Wine Point tracks all the ANPS orders in a spreadsheet with dates, totals, who purchased what, and the margin to the P&C. He pays the commission to the school at an agreed time/s.

The only decisions that need to be made are:

1. Wine Tasting

whether we want to hold a wine tasting event at which prospective buyers can taste the wines. This would involve an expense for the P&C - purchase of 1 or 2 cases (or more) that you'd need to buy to facilitate this. We'd have to work out when and how it can be done. I don't necessarily think it's essential if you trust my choice of wines (working with Brendan's expertise).

2. Wine Selection

selecting which wines to sell – and what we call them. I have come up with a bit of a please-everyone list. I would suggest:

Sparkling Chardonnay Pinot Noir NV
Riesling (Clare Valley 2014)
Sauvignon Blanc (Malborough, NZ 2013)
Chardonnay (Mornington Peninsula 2011)
Pinot Noir (Victoria 2014)
Shiraz (Victoria 2013)

3. Pricing

The most common pricing Brendan's used with other fundraisers is \$15 per bottle/\$180 per dozen including GST. Still an excellent price for great quality wine. From this we would net \$3/bottle or \$36/case. We could aim for \$5 a bottle profit, pricing them at \$18 if we wanted.

4. Label

I have spoken to ANPS parent Melitza Liu who's a graphic designer; she's agreed to look designing a label for the wine. It would be generic with the wines identified by name/grape variety, region and year if applicable.