

# P & C Annual General Meeting 2019

6:00pm, 19 February

Resource Centre, Yeronga State School  
122 Park Road, Yeronga Qld 4104



## MINUTES

<b>1.</b>	<b>Welcome to members and introduction of any special visitors</b>  <b>Attendees:</b> Debbie Spanner Jo Thomson Leanne Duck Lauren McHutchinson Carolyn Trewin Kym Mansfield Georgina Rowe Peppa Brown Courtney Henderson Anna Dudarenok Carolyn Adams Sue Tape Neville Leggo Didem Dur Anna Rimpau Kristin Jennings Julia Connors Darren Cosgrove Hamish Townsend Juliet Brooks Sarah van den Berg Haney Yoshida
<b>2.</b>	<b>Apologies</b> Briony Dymock Marina Fortes Jodie Swan Helen Hynd Ann Leggo Cintia Clark
<b>3.</b>	<b>Confirmation of minutes of the previous Annual General Meeting (2018)</b> Moved: Sue Tape Seconded: Juliet Brooks <i>Carried</i>
<b>4.</b>	<b>Business arising out of the minutes of the previous annual general meeting</b> N/A
<b>5.</b>	<b>Receipt and adoption of the Association's audited annual financial statement and Treasurer's report</b> Moved: Lauren McHutchinson Seconded: Sue Tape <i>Carried</i>  <b>Comments by Treasurer, Anna Dudarenok:</b> <b>2018 Finance Report</b> <ul style="list-style-type: none"><li>Great year with fundraising, especially since not a fete year:<ul style="list-style-type: none"><li>School Fun Run - \$22,478</li><li>Easter Ruffle - \$4,085</li><li>Trivia Night - \$3,927</li><li>BBQ etc - \$2,332 raised (\$1978.50 transferred to as a Fete deposit)</li><li>Mother's Day Stall - \$1,769</li><li>Father's Day Stall - \$1,637</li><li>Snow cones - \$984</li><li>Tuckshop profit - \$11,830</li><li>Uniform profit - \$7,703</li><li>YOSHC profit - \$168,964</li><li>Extracurricular activities - \$10,401 (piano, chess, guitar, coding for kids and art classes)</li></ul></li></ul>

	<p>Overall profit for the year - \$149,838 (P&amp;C and YOSHC combined)</p> <ul style="list-style-type: none"> <li>○ \$67K was donated to the school for air conditioning, choir rises, Nature Play master plan</li> <li>● Overall in terms of funds raised it has been a massive year, with the fun run raising \$22K alone, so much more raised this year than budgeted</li> <li>● We earned less in extra curricular activities this year due to stopping piano lessons, and expenses were much less than budgeted also</li> <li>● P&amp;C finances are in a really strong position now and every business is turning a healthy profit</li> </ul> <p><b>2019 Budget</b></p> <ul style="list-style-type: none"> <li>● P&amp;C combined income expecting a loss of \$15.5K for the whole year due to donations to school of \$100K+ for air conditioning, Nature Play, and annual \$10K donation to school that is used at the school's discretion, likely to contribute to the instrumental music program to cater for increased music program</li> <li>● Budget is fairly conservative</li> </ul>
<p><b>7.</b></p>	<p><b>Receipt and adoption of the President's annual report – Jo Thomson</b></p> <p>Moved: Jo Thomson          Seconded: Lauren McHutchinson  <i>Carried</i></p> <p><b>Report by President, Jo Thomson:</b></p> <p>I am pleased to present my President's report to the 2019 AGM covering our achievements in the 2018 year.</p> <p>Key achievements:</p> <ul style="list-style-type: none"> <li>○ Ongoing ability of YOSHC to meet the demand of the school community. Currently at capacity 2 mornings and 3 afternoons a week despite increasing our afternoon licensing capacity for 2019. This is likely to settle as the year progresses but we will need to continue to review our capacity.</li> <li>○ Establishment of an older students zone in YOSHC to meet the increasing licensing requirements but also address the needs of the older students who require their own space and slightly different activities.</li> <li>○ Significant review and streamlining of P&amp;C and YOSHC business operations and systems to improve efficiency. Restructured our financial and yoshc administration roles and these are continuing to be reviewed with the recent changes in our YOSHC management team.</li> <li>○ Maintenance of the yoshc culture with significant staff changes in 2018/2019.</li> <li>○ The tuckshop and uniform shop continue to grow and maintain profitability under the watchful eye of Tracy Bloomfield and Yvonne Starr.</li> <li>○ Due to the increasing size of the school and p&amp;c businesses there will be a need to consider the ongoing viability of managing these businesses under purely volunteer management and a goal for 2019 is employment of a P&amp;C manager and ongoing review of our business operations.</li> <li>○ Parent rep program continues to flourish at YSS under Jodie Swans watchful eye and many teachers and parents find it a great support.</li> </ul>

	<ul style="list-style-type: none"> <li>○ Our prep welcome picnic continues to support new families to connect with each other in the school community</li> <li>○ Introduced our first school fun run and this was a huge success. We raised \$22k from this event to support installation of air conditioning and plan to consider doing it again in 2020.</li> <li>○ P&amp;C funded the air conditioning which has been installed in the prep buildings and grade 6 building with plans to install air conditioning in a number of other buildings in 2019 and onwards into 2020.</li> <li>○ P&amp;C funded the nature Play masterplan and this was established through widespread community consultation. The first nature Play space will be completed using funds primarily from grants once the new prep building has been finished. Further planning and fundraising will be required to continue to develop the engaging outdoor spaces as have been outlined in the masterplan.</li> <li>○ Made financial contributions to the school in excess of \$65000 primarily for air conditioning, nature Play and purchase of choir risers</li> <li>○ Thanks to all the volunteers who helped with general fundraising throughout the year: cake stalls, BBQs, snow cones, Easter raffle, Mother’s Day and Father’s Day stalls, disco tuckshop and trivia night. Your efforts are really appreciated.</li> <li>○ The P&amp;C have provided input and advice to the school master plan, building acquisition and nature Play plans throughout the year. I’d like to acknowledge the support that’s been provided by Debbie and the school team through 2018.</li> <li>○ I’d like to thank Lauren, Juliet and Anita for supporting the executive through 2018 and keeping us organised, we really appreciate it.</li> <li>○ I would like to thank the executive committee for all their support and efforts over the year: Peppa Brown, Kym Mansfield, Hamish Townsend, Anna Dudarenok and Ann Leggo. It was great working with each of you over the year and certainly made a big difference having such a dedicated team with me.</li> <li>○ I would like to acknowledge the contribution of each of the P&amp;C staff, our volunteers and our members that helped make 2018 such a great year. I ask that you continue to be generous with your time and kind with your words to your incoming executive. It has been an honour to be the President of the P&amp;C here at Yeronga.</li> <li>○ I’d like to wish the new team all the best for 2019 and I’m excited to see how we continue to grow and succeed to create a great community for our YSS kids.</li> </ul>		
<p><b>8.</b></p>	<p><b>Motion to accept all applications for membership (to include renewal of existing membership and new membership)</b></p> <p>Moved: Jo Thomson          Seconded: Kristen Jennings  <i>Carried</i></p>		
<p><b>9.</b></p> <p><b>9 a</b></p>	<p><b>Election of Officers/Executive Committee</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>9.1 President (2 positions)</b>            Nomination: Hamish Townsend            Nominated/moved: Lauren McHutchinson            Seconded: Kristen Jennings  <i>Carried</i></p> <p><b>9.2 President (2 positions)</b>            Nomination: Kym Mansfield            Nominated/moved: Lauren McHutchinson            Seconded: Kristen Jennings  <i>Carried</i></p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>9.4 Vice President (2 positions)</b>            Nomination: Darren Cosgrove            Nominated: Kym Mansfield            Seconded: Hamish Townsend  <i>Carried</i></p> <p><b>9.5 Vice President (2 positions)</b>            Nomination: Anna Rimpau            Nominated: Kym Mansfield            Seconded: Hamish Townsend  <i>Carried</i></p> </td> </tr> </table>	<p><b>9.1 President (2 positions)</b>            Nomination: Hamish Townsend            Nominated/moved: Lauren McHutchinson            Seconded: Kristen Jennings  <i>Carried</i></p> <p><b>9.2 President (2 positions)</b>            Nomination: Kym Mansfield            Nominated/moved: Lauren McHutchinson            Seconded: Kristen Jennings  <i>Carried</i></p>	<p><b>9.4 Vice President (2 positions)</b>            Nomination: Darren Cosgrove            Nominated: Kym Mansfield            Seconded: Hamish Townsend  <i>Carried</i></p> <p><b>9.5 Vice President (2 positions)</b>            Nomination: Anna Rimpau            Nominated: Kym Mansfield            Seconded: Hamish Townsend  <i>Carried</i></p>
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<p><b>9 b</b></p>	<p><b>9.3 Treasurer</b>  Nomination: Sarai Guy  Nominated: Jo Thomson  Seconded: Sarah van den Berg  <i>Carried</i></p>	<p><b>9.6 Minutes Secretary</b>  Nomination: Julia Connors  Nominated: Kym Mansfield  Seconded: Peppa Brown  <i>Carried</i></p> <p><b>9.7 Correspondence Secretary</b>  Nomination: Anita Forbes  Nominated/moved: Jo Thomson  Seconded: Hamish Townsend  <i>Carried</i></p>
<p><b>10.</b></p>	<p><b>Election of Additional Officers (Non-Executive positions)</b></p> <p><b>9.2 Events Coordinator</b>  Nomination:  Nominated:  Seconded:  <i>Carried</i></p> <p><b>Motion to change bank signatories to the newly elected Officers (if applicable) and remove Executive Committees who have stepped down</b></p> <p>Motion to add Kym Mansfield, Darren Cosgrove, Sarai Guy and Anna Rimpau to bank signatories</p> <p>Moved: Hamish Townsend  Seconded: Neville Leggo  <i>Carried</i></p>	
<p><b>11.</b></p>	<p><b>Confirmation of continuing subcommittees of the Association</b></p> <p><b>YOSHC sub-committee</b></p> <p><b>Chair:</b> Simon Lake</p> <p><b>Secretary:</b> Thomas Rowan</p> <p><b>Committee members:</b> Katherine Shepherd, Lauren Griffiths, Sue Tape, Jo Thomson, Natalie Myers, Roberta OMazzieri, Davide Moi</p> <p>Moved: Hamish Townsend  Seconded: Neville Leggo  <i>Carried</i></p> <p><b>Building Fund committee</b>  <i>Held over to March general meeting</i></p>	
<p><b>12.</b></p>	<p><b>Appointment of the Association’s Auditor</b></p> <p>Retain Mark O’Shea</p> <p>Moved: Jo Thomson  Seconded: Kristen Jennings  <i>Carried</i></p>	
<p><b>14.</b></p>	<p><b>Motion to accept honorary life memberships awards (if any)</b></p> <p>None proposed</p>	
<p><b>15.</b></p>	<p><b>General business</b></p> <p>N/A</p>	
<p><b>16.</b></p>	<p><b>Meeting close – 6:57 pm</b></p>	