

## Meeting Minutes Wednesday 5th April 2017

### **Present:**

BPS: Maria Lambos, Belinda Mikhail-Gogos

P+C: Martin Butler, Alma Dayawon, Andrea Smith, Anne Irvine, Arabella Fatcher, Bidy McDermott, Clare Young, Cliff Philipiah, David Finlay, Les Schmalzbach, Liam Reid, Matthew Wilkinson, Melissa Slavin, Natasha Foster, Nyree Morrison, Rob Bennett, Rob Taubman, Shanel Cameron, Sophie Knox, Van Allen, Vanessa James, Stephanie Jaques

**Minutes recorded by:** Lyndal Rutgers

### **1. Welcome**

Meeting opened: 7:05 pm with welcome by Rob Bennett, and Acknowledgement of Country.

### **2. Apologies**

May Elwood; Jo Edwards; Lynda Lovett; Ariana Davis; Karen Harvey. Proxies – nil.

### **3. Previous Minutes**

April 2016 – Minutes accepted (Proposed: Bidy McDermott; Seconded: Cliff Philipiah).

### **4. President's Annual Report (2016)**

As per President's report, prepared by Rob Bennett.

### **5. Treasurer's Annual Report (2016)**

As per Treasurer's report, prepared by David Finlay.

### **6. Audited Statement of Income and Expenditure**

The nominated auditor, as agreed by BPS P+C, was Maria Bowling, Treasurer of Rozelle Public School P+C.

The audit of accounts for the year ending 31st December 2015 found:

- The income was reviewed by checking the bank statements against the cash book on a sample basis, and there were no discrepancies found. The main sources of income were the Balmain Fun Run, cash deposits from the canteen, and voluntary contributions.
- The expenses have been reviewed on a sample basis and matched to the invoices and cheque book. No discrepancies were found.
- The income and expenses cash book reconcile with the bank statements for the 12 months of the year.
- The P+C Association holds regular meetings, and minutes and records of those meetings were sighted during the review.

### **7. Appointment of an Auditor**

For the past few years, the Treasurers of BPS and Rozelle PS P+Cs have made a reciprocal audit arrangement. Once Rozelle PS P+C has held their AGM and elected their Treasurer for 2017, the BPS P+C Treasurer will make contact to once again suggest this arrangement.

### **Close of 2017 P+C AGM Business items**

**8. Election of P+C Office Bearer Positions and Subcommittee Co-ordinator Positions**

Returning Officer: Maria Lambos

*P&C Office Bearer Positions*

President: Nominations – Cliff Philipiah (self-nominated; seconded Melissa Slavin);  
Robert Taubman (self-nominated; seconded Van Allen)

Elected: Robert Taubman

Vice-President: Nominations – Andrea Smith (self-nominated; seconded: Cliff Philipiah);  
Sophie Knox (self-nominated; seconded: Biddy McDermott);  
Matt Wilkinson (self-nominated; seconded: Arabella Futcher)

Elected: Andrea Smith and Sophie Knox

Treasurer: David Finlay

Secretary: Lyndal Rutgers

*P&C Subcommittee Co-ordinator Positions*

Events Co-ordinator: Cliff Philipiah

Canteen Co-ordinator: Van Allen

Canteen Liaison/ Roster Co-ordinator: Karen Pidcock

Band/Choir Liaison co-ordinators: Biddy McDermott and Vanessa James

Playground Upgrade Committee Co-ordinator: Van Allen

Belle Property Balmain Fun Run Committee: Co-ordinator: Doug Talbot

Marketing: Mags Tyson

Sponsorship: Karina Ceccon

Treasurer: Natasha Foster

Council Compliance Liaison Officer: Vanessa James

Merchandise: Jane Williams

Social Media: VACANT

Members: Paul Foster and Brenton Anderson

External Event Co-ordinator: Buzz Events

**Meeting closed 8:00pm**