

Meeting Minutes Tuesday December 11th 2018

Present:

BPS:

P+C: Jason Ockerby, Mark Chambers, Michael Pruscino, Neil Lawrie, Richard Banks, Rob Taubman, Sophie Knox & Van Allen

Minutes recorded by: Van Allen

1. Welcome

Meeting opened 7.10 pm.

2. Apologies

Lyndal Rutgers, Maria Lambos

3. Previous Minutes November 2018

To be approved at the first meeting in 2019

4. Actions Arising

NIL

5. Correspondence

No correspondence

6. Principal's Report

Principal was not present

7. Finance Report

A formal report will be given at the next meeting.

8. P&C Goals and Issues

- Tax Deductible Fund
Michael Pruscino & Mark Chambers presented two discussion papers illustrating extensive research into the details, structure and limitations of establishing a Tax Deductible Fund. The summary comes down to main options:
 1. A Building Fund
 2. A Library FundThese would either be run under the auspices of the school or as part of the P&C.

The monies raised by either fund needs to be integrated into the P&C's broader fundraising objectives and expenditure goals. Consideration must also be given to whether the establishment of a tax deductible vehicle would result in a significant increase in contributions without compromising the current revenue stream, particularly given the restrictions on expenditure.

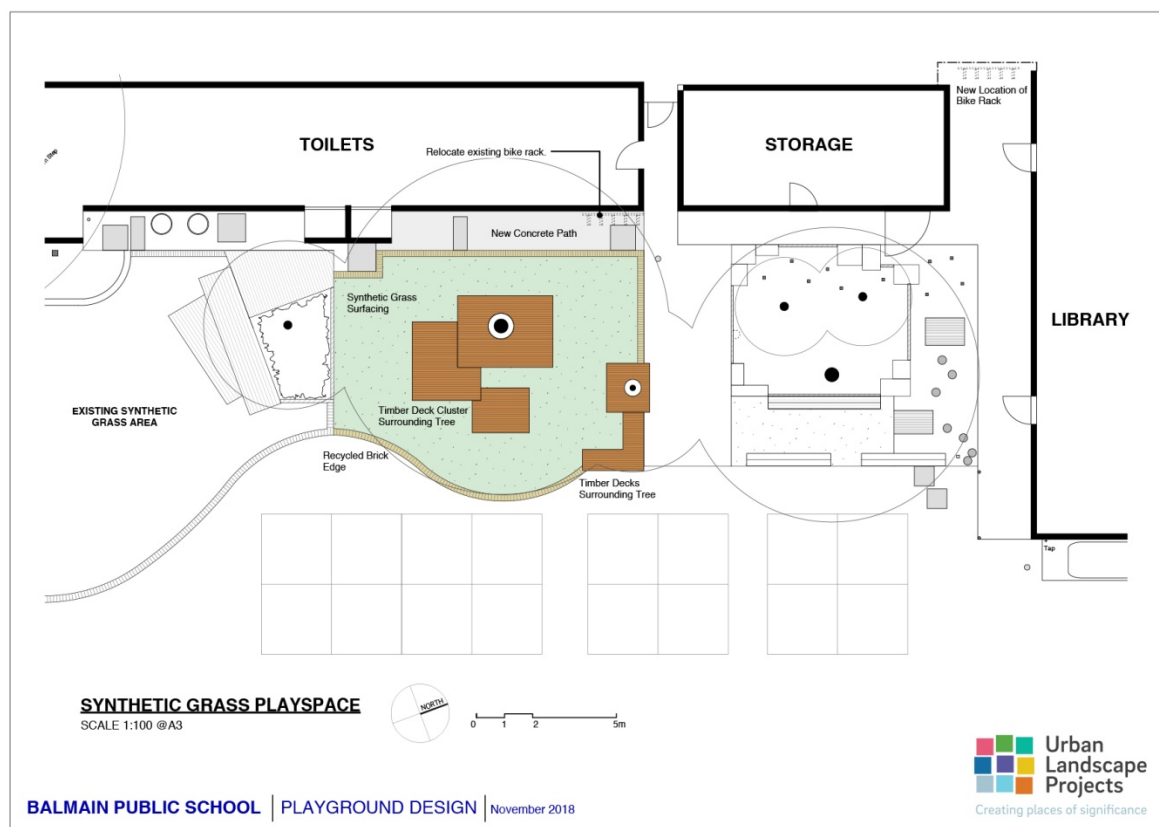
In addition to the greater limitations on expenditure with the Building Fund, the success of raising funds when it's tied to a specific goal make the Library Fund the more attractive option. Given there is always a need for funds to supply the school with readers, reading programs, iPads, other activities associated with literacy, this would make the Library Fund more marketable to the broader school community.

A cost-benefit analysis was briefly discussed, assuming a \$30K revenue uptake which would be a \$12K increase in the usual contribution intake – is it worth the hours required to establish and run the Fund?

A committee of 3 people minimum, will be required to establish and administer the Library Fund, however it would have to be under the auspices of the school. The P&C would raise the funds via Flexischools but the execution would be required to be done by the School. This implies buy in (and a certain amount of "training") from both the Librarian and the Principal. The library itself would need to change in the way its run, as a separate entity within the school.

⇒ **Michael Pruscino & Mark Chambers** will present an implementation plan at the next P&C meeting to vote for establishing the Library Fund, and if positive they will aim for a March-April to market the fund.

- **Parent Class Rep System**
Rob Taubman will prepare documents to roll over the system for 2019
- **P&C Uniform Store**
Uniform store would like to provide very low cost clothing at Maria's discretion to the under privileged families of the school - \$5 each item and \$15 for fleece
The Treasurer is continuing to monitor the financials of the uniform store. To date there has been \$26K total orders for 141 people. This is an average spend of \$180per person. No funding requests have been made due to do forward ordering
- **Playground Upgrade Status**
Van Allen has been liaising with ULP and Maria to finalise the design of the last stage of the playground upgrade. In response to issues with the first stage and Maria's requests, the design has been simplified to essentially be an extension of the existing synthetic grass area with additional benches to overcome OH&S issues with tree roots. The existing garden bed will be removed, the bike rack relocated to the north side of the sports storage shed and a new concrete path will be laid in front of the boys toilets.



The final revised quote has come in at \$38,530+GST. In order to complete the works without going to public tender, the design has been split into two stages. The first stage will be everything except the construction of the benches, coming in at \$26,730 +GST. This has been approved by DOE Assets Unit and we are placed in ULP's works program to commence mid-February 2019. It will be a two week construction project. It is still to be finalised if ULP will come back and complete the bench or if we will need to find a new contractor. Either scenario will mean an increased price from the quoted \$11,800+GST.

⇒ **Van Allen** will touch base with ULP in the new year to finalise the construction of the benches

9.Events Calendar

- **Welcome BBQ** - Cliff Philipiah and Anne Irvine to co-ordinate event. The initial date was slated for the second Friday of Term 1, it has belatedly been realized this clashes with the swimming carnival. Is this an issue? Friday February 15th is suggested as the new date – Cliff to confirm.
- **Election BBQs** - Cliff Philipiah has agreed to start the BBQs at 8am. It was suggested that the parents who ran the BFR Cake Stall (Jen Lau & Gemma Puplett) be approached to run the cake stalls for the election BBQs
- **Salvation Army Giving Tree** - Cliff Philipiah to organise
- **Kindy Welcome** – Mel Slavin to coordinate, date TBC
- **Parent Welcome Drinks** – Rob & Susan Taubman to coordinate event but would like P&C members to market the event. Date TBC in late Term 1
- **Comedy Night** – Anne Irvine has suggested and volunteered to coordinate a parent only comedy night fundraiser, in lieu of the Art Show in 2019. More details to be presented in the new year.

10.IT Levy

With the success of the last two years, increased student population and demands on the IT equipment, it is suggested that the levy be raised in 2019 to \$82. Maria will need to be informed and agree to the increase.

⇒ Proposed by Rob Taubman, seconded by Jason Ockerby

11.Canteen report

Van Allen requested a final \$1500 transfer for the last week of canteen, including monies for the volunteer party.

Post meeting note:

The canteen made a net profit of \$5632.64 in Term 4, bringing the yearly total to \$19,920.99 (net). Of the \$1500 advanced, \$322.67 was unspent and transferred back to the P&C account. There was inevitably stock left over, worth \$184.22. These food items were distributed amongst the canteen volunteers, with some items purchased by Eaton Street Centre (totalling \$77.78).

12.Any Other Business

NIL

Meeting closed 8.40 pm

Next meeting: Wednesday 6th February, 2019 at 7.00 pm in the Balmain Public School staff room.