

P&C August Meeting Minutes

Wednesday 10th August 2022

Minutes recorded by Renate Harris (Secretary)

Attendees

Meeting held via Zoom

BPS: Maria Lambos, Renae Bonney

P&C Exec: Lauren LaChapelle, Gemma Puplett, Paul Galpin, Renate Harris

Members: Damon Baker, Jason Ockerby, Damjan Vlastelica, Karen Reiner

Apologies: Nathalia Stone, Alma Dayawon, Van Allen, Anne Irvine, Lyndal Rutgers

Welcome and introduction

- Acknowledgment of Country

Previous minutes & actions

Read and ratified – Karen Reiner, Renate Harris, Lauren LaChapelle

Correspondence

None

Principal's Report

- See page 3 for full report

Action	Who
Follow-up with Natalia D'Morias regarding offer to connect school with a contact who may be able to assist with IT hardware purchase	Maria Lambos

Finance Report

- See page 4 for details, including overview of previous 3 years income & expenditure, as well as forecast for remainder of 2022
- Final trivia night profit \$24,828

P&C Issues/General business:

School Community Survey (Lauren LaChapelle)

- Lauren shared summary of feedback (slide deck to be shared later)
- P&C will use the priorities identified to plan our activities and spend over remainder of 2022
- **Voted for Toilet Upgrade Spend (\$11k)** - Paul Galpin, Gemma Puplett, Karen Reiner, Kate Dryden

Fundraising Events Calendar (Karen Reiner)

- Confirmed dates and volunteer coordinators for all fundraising events planned for Terms 3 & 4

Event	Date(s)	Coordinator
Father's Day BBQ	Friday 2 nd September	Sasja Dekker
Halloween Disco	Friday 28 th October	Nathalia Stone
Art Show	Friday 18th & Saturday 19th November*	Lauren LaChapelle
Christmas Giving	TBC	Karen Reiner

*Moved since meeting to avoid clash with Year 6 Camp

- Thanks to our volunteers and to the many members of our community who put their hand up to support these events via our survey

Ms Pauline’s Garden (Lauren LaChapelle)

- Grant decision being made in November – propose to commence obtaining quotes for Phase 1 of garden i.e. addressing drainage and safety
- Dept of Ed has agreed to re-asphalting of playground (existing asphalt), which could address some of the structural aspects garden project e.g. grates, and partially cover Phase 1 costs
- **Voted for P&C to underwrite funds for Phase 1 of Garden Project** (this will allow us to lock in contractors while we wait for grant decision comes in November) – Paul Galpin, Jason Ockerby, Gemma Puplett, Karen Reiner
- Environment Grant opens tomorrow 11/8 – Renate Harris to oversee submission and will reach out to volunteer who expressed interest in assisting

Action	Who
Request Scully to quote on addressing damage to astro turf from tree roots	Maria Lambos

Art Show (Lauren LaChapelle)

- Update on actions to date
- Reconfirm dates
- Confirm coordinator(s) for event
- Role of class reps

Uniform Stall Update

- Trista Rose has taken over from Josie on the uniform committee, which is great. Will need a new committee member in the new year
- Second-hand stall went well (just over \$300 in sales). Next second-hand stall on Friday Sep 2

Any Other Business

- Balmain Fun Run discussed briefly, given number of potential volunteers identified in survey. Jason confirmed 12-month lead time required (see action below for progressing this for 2023)
- Branded sports gear was approved via paper vote prior to meeting
- Kate putting application together for White Bay ‘Return & Earn’ and confirmed that application will be made on behalf of Balmain Public School
- Working Bee – inventory of P&C Cupboards – Saturday 20th August – Renate, Gemma, Karen & Lauren have volunteered to assist (access should be available from 8:30am)
- Year 6 Fundraisers and graduation:
 - Anne has done a great job getting the fee waiver from Inner West council for the Balmain Hall hire, for both graduation night and Celebration of Learning
 - P&C to pay the refundable security deposit in order to secure the booking
 - Approved Year 6 kids holding their traditional Tombola Stall during the Halloween Disco to help fund the Year 6 Big Day Out

Action	Who
Connect with Jason Ockerby for insights into managing Balmain Fun Run event, along with available documentation (ensure this is in P&C Google Drive)	P&C Exec
Send invoice for branded sports gear to school for payment (invoice must have Balmain Public School name on it)	Natalia D’Morias
Follow up with Thalia regarding teacher support ideas	P&C Exec
Send P&C Exec list of Fun Run items to assist with Working Bee	Jason Ockerby
Art Show Committee to consider request for Year 6 students and parents to run the BBQ to raise funds for graduation celebrations	Lauren LaChapelle

Meeting Closed 8:27pm

Principal's Report

I acknowledge the traditional custodians and their connection to land, water and community. I recognise the continuation of cultural, spiritual and educational practices of First Nations Peoples. I pay my respects to Elders, past, present and emerging. These lands were, and always will be, Aboriginal land.

Apologies – Annabel Sun, Nancy Ferguson

- **Garden Beds** - Thank you to the P&C for contributing \$2260 towards the purchase of 2 x veggie patch garden beds. The Environmental Warriors had already raised \$1000. These will be delivered and installed tomorrow so, weather permitting, you will see them at Friday's assembly. Today's Crazy Socks Day raised an additional \$324.15. Our Environmental Warriors will be about to commence some seasonal planting soon!
- **Art Show & Halloween Disco** - Dates have been locked in for Term 4 and will be added to the newsletter:
 - Halloween Disco - Term 4 Week 3 - Friday 28 October - 6-8pm - Footsteps supplying the DJ/music for the event (freebie due to our participation in the Footsteps program)
 - Art Show - Term 4 Week 5 - Friday 11 November Soiree (grown-ups only event) & Saturday 12 November - Family Day
- **IT Levy & Requirements:** Purchases since last P&C meeting - \$281.59 - 15 x iPad covers + \$1112.41- Apple Cache for iPads = \$1394
 - An additional \$286 has been contributed to the IT Levy since the July meeting. Balance as at 10/08/22 is **\$43,028**
 - Hall/Teaching space - data projector quotes have come in:
 - \$14230 (ex GST) - complete with new speakers/microphones etc (dual receiver) or additional approx. \$1000 for quad receiver
 - \$14919.97 projector only + \$9114.99 sound
 - **Current Issue** - initially thought it would cost \$5-6000 to replace the data projector, however, if we spend \$14230 from the IT Levy, it leaves \$28798 to spend. Our IT committee have requested additional laptops, iPads, and headphones for the classes - iPads - approx. \$500 ea. + covers extra; laptops approx. \$1000 ea.
 - Put it to the P&C as to how we should proceed
 - COLA - quote for a permanent hard-wired sound system for all assemblies and events, with a wireless and hand-held microphone included \$9388 - financial assistance would be appreciated

August Financial Update:

Income	2019	2020	2021	2022 (proj)	Comment
Uniforms profit	\$17,000	\$8,999	\$17,503	\$17,503	FY19 estimated as opening bails not available. FY22 proj based on PY
Contributions	\$17,687	\$10,320	\$7,929	\$5,000	Estimate
Interest	\$643	\$141	\$31		
Fundraising - Drinks	\$13,394		\$1,754		
Fundraising - Mother day choccs	\$547				
Fundraising - Trivia night	\$20,568	\$20,630		\$24,828	
Fundraising - Balmain Fun Run	\$39,000				Estimated for 2019. \$35k actually deposited in Aug 2019 (must be PY profit)
Fundraising - Winter Disco	\$2,178				
Fundraising - Halloween	\$2,410				
Fundraising - Art Show				\$7,500	Placeholder
Total Income	\$113,427	\$40,089	\$27,218	\$54,831	
Expenses					
Classroom supplies	\$5,250	\$15,000	\$11,000	\$14,000	
Readers	\$7,993	\$5,000	\$10,000	\$10,200	
Library books	\$2,500	\$2,500	\$7,000	\$7,000	
Art resources		\$3,000	\$3,000	\$5,000	Art resources for 2022 an investment (Art Show will revenue generate, est above)
Michael Ward Award		\$100	\$100	\$100	
Teaching support	\$5,000		\$20,000	\$5,000	\$5k paid, now proposed no more 2022 costs
Camp support			\$2,316	\$2,316	2022 projected based on 2021
Anzac Day Wreath			\$159	\$175	
Total recurring expenses	\$20,743	\$25,600	\$53,575	\$43,791	
Solar My School			\$2,000		Our contribution (\$5k met by grant funds)
Air Filters (net of donations)			\$10,942		
Ceiling fans		\$49,250			
Bike rack		\$515			
PA system		\$2,800			
School magazines	\$2,600				
Compost bin & scooter rack	\$435				
IT equipment	\$15,000	\$18,141			
Playground	\$26,730				
Sunscreen	\$214				
Garden -veggie boxes				\$2,260	
BBQ outlay				\$529	Net of OOSH donation
Toilets - non-grant component				\$11,000	Tiles (lights extra?). May get donations to offset some of cost (OOSH?)
Total non-recurring expenses	\$44,979	\$70,706	\$12,942	\$13,789	
Total expenses	\$65,722	\$96,306	\$66,517	\$57,580	
Net income / (expense)	\$47,705	\$(56,217)	\$(39,299)	\$(2,749)	
Exclusions					
Costs met by grant receipts e.g. the 2021 toilet upgrade which cost well over \$30k but was fully paid for by grant					
Music activities funded from the Band Money liability					
Year 6 events which aim to be fully funded (acknowledging there can be some residual cost to P&C, or income)					