

## P&C December Meeting Minutes

Wednesday 6th December 2023

Minutes recorded by Renate Harris (Secretary)

### Attendees

Meeting held via Zoom and in person (Royal Oak Hotel)

**BPS Staff:** Rose Reedy, Amelia Cooper

**P&C Exec:** Renate Harris, Tracy Baving, Kara Martin

**Members:** Yann Le Roux, Damon Baker, Suchi Szczepanski

**Apologies:** Maria Lambos, Lauren LaChapelle, Paul Galpin, Karen Reiner, Emma Archibald, Nancy Riley, Trista Rose

### Welcome and introduction

Acknowledgment of Country

### Previous minutes & actions

Read and ratified – Kara Martin, Yann Le Roux

### Correspondence

- Balmain Ethics Coordinator, Renee Alborough, (seeking one additional volunteer for 2024) - expression of interest has already been received - thank you!

### Principal's Report (Maria Lambos)

- See page 5 for details
- Rose and Amelia to follow-up with Nancy regarding ability to process payments for multiple children in one Compass payment transaction

### Finance Report (Paul Galpin)

- See page 6 for details

Actions	Who
Confirm whether school will seek second payment for school resources before the end of the year (approved in February meeting)	Amelia Cooper

### P&C Issues/General Business

#### 2023 Review and Summary

- Much achieved in 2023 - see summary slides attached with minutes plus Uniform Stall summary and review of Winter Working Bee on page 4
- Special thanks to Lyndal Rutgers, who founded the Uniform Stall and who has supported the efforts of the P&C over many years
- Huge thanks to Karen Reiner, for her many contributions as Vice President, to the P&C and school over the past couple of years

**Fundraising & Events** (Tracy Baving)

2023 Events Calendar (Dec)

- Garden Morning Tea rescheduled to Feb or March 2024
- Christmas Giving (Wed 13 December)

Proposed 2024 Events:

- Chinese New Year event
- Welcome Drinks
- Garden Morning Tea
- Mother's Day Breakfast
- Winter Disco
- Father's Day Breakfast
- Halloween Disco
- Art Show / Family Fete
- Christmas Giving
  
- General agreement to use second-chance uniform stall in 2024 to engage and recruit new volunteers ('Volunteering at Balmain Public School' with P&C to rotate representation)

Actions	Who
Confirm Friday 23rd February as date for Garden Morning Tea	Amelia Cooper
Create 'save the date' for Garden Morning Tea to be sent to dignitaries and community partners before end of year	Tracy Baving
Confirm school's appetite for dragon dance to celebrate Chinese New Year (Feb 9)	Rose / Amelia
Seek options and quote for dragon dance to celebrate Chinese New Year	Yann Le Roux

**Environmental & Sustainability Update** (Renate Harris)

- Grant submitted for blinds \$13,500 (Community Building Partnerships) - pending outcome

**Project Priorities** (based on 2022 P&C Community Survey)

**Garden Project** (Renate Harris)

- Drip irrigation system installed - 50 meters of weeper hose buried throughout garden with battery operated timer to deliver 1 hour of water every 3 days (cost \$118)
- Rainwater tank - electrician to install weatherproof GPO (for powering pump)

**Other Project Ideas** (Renate Harris)

- Outdoor Classroom quote from Edible Gardens received (\$132k) to be discussed in new year and reviewed against other priorities

Actions	Who
Respond to Steve (Edible Gardens) to advise we will review in New Year	Lauren LaChapelle

**Any Other Business**

- Yann Le Roux nominated himself for the Community & Local Business Coordinator role - nomination endorsed (Tracy Baving, Damon Baker, Suchi Szczepanski, Kara Martin, Renate Harris)
- Giving Tree Fundraising initiative discussed - more details to be shared with members in new year
- Idea discussed for linking up with other local P&Cs in 2024
- P&C Community Survey to be held until next year

**Meeting Closed 8:13 pm**

### **Uniform Stall Summary**

The uniform and second hand stall continues to offer a low cost service to parents at considerably lower prices than external providers. It is also a key source of regular funding for the school and its much needed resources.

In 2023, the Uniform and 2<sup>nd</sup> hand stalls made approximately \$24,000 for the school thanks primarily to the very hard working committees and regular volunteers. We would like to make a special outgoing thanks to Lyndal Rutgers who founded the uniform stall however will sadly be departing this year as daughter Imogen (Year 6) will be departing for Fort Street. We wish Lyndal and her family the very best for the future.

Uniform Committee: Elizabeth Coffey, Trista Rose, Rafaela Koehler, Kirsti Williams  
Second Hand Committee: Damon Baker, Emma Baker and Shane Rochefort

Thank you also to those who volunteered throughout the year.

### **2023 Winter Working Bee**

Mid this year we held a hugely successful Winter working bee where over 100 parents, friends and children came together to clean up, green up and glean the school and gladstone park.

Extremely generous donations of time and resources were provided by various members of the community including from parents Will Crutchley and Adam Spencer. Will Crutchley and his company Hatch Constructions very generously provided staff, hours and resources to build the decking around the bell tower. Adam Spencer also donated two weekends of his time. The space they have created is not only beautiful craftsmanship, but a much needed new area for the students.

Woolworths (\$1000) and Aussie Home Loans (\$500) provided extremely generous donations to the working bee after learning of our cause to make Balmain an environmentally friendly, beautiful space for our students to learn. Planet Ark provided \$500 worth of plants.

This was an extremely special event where we not only beautified the school, but the school community came together and achieved something wonderful for our little folk. There was a real spirit of community on the day and was a wonderful day to be involved in.

**Principal's Report** (Maria Lambos)

*Tonight I join this meeting from Bideggal Country. 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.*

- **Grateful** - Thank you so much to our P&C exec and community for your ongoing support throughout 2023. It's not easy juggling the number of jobs you each hold - work, parenting, P&C exec, volunteers etc - however, we are so grateful for the time you are able to spare to help support our students and school. Each child will be receiving a little something next week to take home to their families, to say a big thank you for 'helping us to grow' in 2023!
- **Proposals/Funding Requests** - students from various Portfolios were hoping to present this evening in order to be able to hopefully order for the start of the 2024 school year. However, as your full exec cohort is not available, they will present at the first meeting next year. The funding requests will be forwarded to you a week prior, as per procedure
- **Painting** - painting has commenced and will be completed throughout the school holidays
- **Kitchen/Canteen Upgrade** - no movement as yet. We are still waiting on the Heritage Impact Statement

**IT Levy** - Since moving over to Compass Finance, \$1,300 has been recouped from overdue school resource fees. The balance now stands at \$1,301. Another notification will be going out shortly to the families who have outstanding fees.

## December Financial Report (Paul Galpin)

Opening Bal - Main Account - 08/11/23	\$90,438.97	
<b>Movements:</b>	<b>Cash Flow</b>	
Interest	\$233.02	
Referendum BBQ Costs	\$(1,323.00)	<< Costs final now. Note FY23 accounts will give full breakdown of profit for all events
OOSH Sponsorship - Working Bee	\$250.00	<< See above on event profits
OOSH Sponsorship - Winter Disco	\$166.00	<< See above on event profits
Airtasker cost	\$(322.90)	<< Assist lifting heavy items for uniforms
Wreath for Remembrance Day	\$(139.00)	<< Traditional support
Year 6 Costs	\$(634.51)	<< Payment out of ringfenced funds
Transfer to Operational	\$(2,000.00)	
Aussie Home Loan Sponsorship	\$50.00	<< Referral fee if someone mentions the school
Refund for duplicated Disco Costs	\$1,963.01	<< Flagged at last meeting
	\$(1,757.38)	
Closing Bal - Main Account - 05/12/23	\$88,681.59	
Opening Bal - Operational Account - 08/11/23	\$192.63	
<b>Movements:</b>	<b>Cash Flow</b>	
Year 6 Costs	\$(300.00)	<< Payment out of ringfenced funds
Irrigation unit from Bunnings	\$(118.00)	<< Renate and Toby have been organising this to maintain the garden
Grant hub	\$(29.00)	
Referendum BBQ Costs	\$(111.20)	
Transfer from Main	\$2,000.00	
	\$1,441.80	
Closing Bal - Operational Account - 05/12/23	\$1,634.43	
Term Deposits	\$55,000.00	No move
Uniform Account	\$21,560.36	+\$5.5k move comprising -\$3.4k in stock purchases vs +\$8.9k from sales
<b>Total Cash Position</b>	<b>\$166,876.38</b>	Versus \$170k November position