

East Launceston Primary School Parents and Friends Association Inc.

Minutes of General Meeting held at East Launceston Primary School on the 6th of June 2017.

Meeting opened at 7:13pm

1. Present/Apologies:

- a) **Present:** Jess Downie (President), Sarah Foster (Vice-President), Paul Vandenberg (Secretary - Chair), Leigh Anthony (Executive), Lucy Robbins, Rachel Brown, Cheryl Stratton, Robyn Russell, George Hyde, Michael Douglas, Derek Lindsay, Lea Watson, Derek LeMerchant, James Fell, Richard Talbot, Angela Rose-Eadie, Sam Bucknell.
- b) **Apologies:** Ross Smith (Treasurer), Claire Robertson (Executive), Angela Phyland (Executive), Libby Glover (Executive), Jodie Lowe, Rosemary Brain, John Maclaine, Emmy Brient, Toby Gardner, Rob Watson, Sue Paterson.

2. Capital Works Project update

Jess Downie provided an update to the Capital Works Project. She advised there is a project working group set up by the Department, of which the P&F is not a part of. She said she plans to speak to Todd Williams this week regarding this.

George Hyde asked about the timeframes for the project. Jess responded that she was aware that an agreement was being drawn up and that the concept plans would be made available through the Master Planning Group. She indicated that we all want to see something real.

George suggested that people write to Minister of Education. Paul Vandenberg said that maybe the Secretary of the DoE was more appropriate at the moment, or both.

3. Minutes of Previous Meeting:

Paul Vandenberg called for the minutes of the previous meetings to be confirmed as a true and correct record.

- a. Ordinary General Meeting on 3rd of May 2017. Moved: Paul Vandenberg, Seconded: Michael Douglas. **CARRIED.**

4. Business arising from previous minutes:

Actions noted in the previous minutes:

PREVIOUS ACTION: Paul Vandenberg to email Lucy Robbins the invitation for Cocktail Party when ready and Ross Smith to organise liquor licence. Claire Robertson to email Lucy Robbins a 'Save the date' graphic for the newsletter.

Paul Vandenberg reported that this had been completed, but the Cocktail Party had to be cancelled due to poor ticket sales and the need to give the caterers notice of the cancellation.

Jess Downie stated this is normal (poor ticket sales leading up to an event), but due to the event being catered due notice had to be given, and the decision had to be made based on the ticket sales at that point.

Paul suggested that whether there should have been an email about the price and what is included (including the menu), whether Friday night was best, and the short notice given were contributing factors.

Angela Rose-Eadie suggested that an early bird special might have been worthwhile. There was general agreement on this.

No further action required

PREVIOUS ACTION: Lucy Robbins to keep Executive informed on quote for remedial work to stairs on oval.

Paul Vandenberg reported that a quote from Fairbrothers for remedial work to the stairs had been sent to the P&F from Lucy Robbins.

Paul reported that the quote was for \$1,645 + GST using treated pine, or \$3,595 + GST for hardwood.

Paul put forward a motion to accept the quote for \$1,645 + GST for treated pine replacement of the stairs, and this should be timed to occur in the school holidays. Seconded: Jess Downie. Unanimous vote from the floor. **CARRIED.**

UPDATED ACTION: Lucy Robbins to contact Fairbrothers to accept quote for \$1,645 + GST. Work to be conducted during holidays.

PREVIOUS ACTION: Paul Vandenberg to send further email calling for expressions of interest for members to form a P&F committee for work on constitutional changes for 2017 AGM.

Paul Vandenberg reported that nominations had been received from Michael Douglas and Rachel Brown.

UPDATED ACTION: Jess Downie to form a committee with Michael Douglas and Rachel Brown and Leigh Anthony to work on constitutional changes for the 2017 AGM.

PREVIOUS ACTION: Jess Downie to provide regular meeting reports on obtaining an exemption from Education Act regarding the removal of incorporation of school associations.

Jess Downie reported that she spoke to TASSO today. Nothing to do yet. Sitting tight. Jess informed members she would be attending the TASSO conference in August.

UPDATED ACTION: Jess Downie to provide regular meeting reports on obtaining an exemption from Education Act regarding the removal of incorporation of school associations.

PREVIOUS ACTION: Paul Vandenberg to provide details on how to make donation to the CJ Austen GoFundMe page to Ross Smith.

Paul Vandenberg reported that this had been done, and the donation has been made. In all the GoFundMe campaign raised nearly \$24,000 for CJ's future.

No further action required

PREVIOUS ACTION: Paul Vandenberg to email all members for the Working Bee on the 18th of June from 1pm asking members to bring a trailer, and for members to donate 'free entry' tip tickets.

Paul Vandenberg reported that this had been done and a follow up email will be sent before the working bee.

Michael Douglas suggested that we ask for an indication of who was bringing a trailer, so there was not an over-supply of trailers.

UPDATED ACTION: Paul Vandenberg to send a follow up email to members regarding the working bee on the 18th of June. Indication of who might be bringing a trailer. Paul to work with Ross Smith to provide a list of what is needed to be done and what to prepare.

PREVIOUS ACTION: Paul Vandenberg to send a further email to all members asking for expressions of interest for members of the School Fair committee.

Paul Vandenberg reported that this was done and nominations had been received from Michael Douglas, Ebonie Bennett, Sam Bucknell and Joanna Satel.

UPDATED ACTION: Paul to contact all nominations for the School Fair Committee and gratefully accept their assistance. Invite Lucy Hyde for to first meeting.

PREVIOUS ACTION: Decide date for School Fair for 2018.

UPDATED ACTION: Lucy Robbins to look at school calendar and get back to Executive on a proposed date for the School Fair in 2018.

PREVIOUS ACTION: Michael Douglas to get quotes for fishing nets for soccer goals.

Paul Vandenberg reported that this had been done. Michael had emailed 5 companies. 3 companies cannot supply the size we need, but 2 were promising.

<https://www.networldsports.com.au/soccer/soccer-nets/standard-goal-nets/heavy-duty-soccer-nets.html> - can supply 2 nets of appropriate size for **under \$200** including fixtures to the posts etc and freight.

<http://oxleynets.com.au/nets/soccer-futsal> **about \$380** made to measure and slightly more heavy duty 3.5mm netting

On the Networkd site, the net securing options they offer are better, they are cheaper but the net isn't as heavy duty as the other.

Oxley use a stronger net. They don't appear to have securing straps etc on their website and they said most people just use velcro/clips etc sourced separately. We could get the net from Oxley and the securing clips etc from Networkd.

Michael indicated the goals could really do with painting. Michael is keen to do this with assistance from 1 or 2 others, preferably someone with an anglegrinder/wheel to get the paint/rust flakes off. We could ask for a volunteer or 2 and incorporate costings of the nets to include primer/paint.

Paul put forward a motion to get the nets from Oxley and the securing straps from Networkd (\$500 max) and to paint the goals at working bee on 18th of June. Seconded: George Hyde. Unanimous vote from the floor. **CARRIED.**

UPDATED ACTION: Michael Douglas to get nets from Oxley and securing straps from Networkd. \$500 max. Goals to be painted at working bee. Paul Vandenberg to email request for assistance for working bee.

5. Financial report.

Paul Vandenberg then presented the financial reports for month ending 31/5/2017.

Derek LeMerchant asked about a budget for financial year for next meeting to cover regular income, regular expenses and plan for coming year.

Rachel Brown suggested we ask Ross Smith to provide figures or talk to this at next meeting. Derek to assist Ross in preparing budget document.

Paul Vandenberg asked should the budget be presented at AGM? General agreement from floor.

James Fell said the budget should be fluid, and that requests for school funding were difficult to plan. General acceptance of this from floor.

Paul moved that the meeting accept the financial report. Seconded: Derek LeMerchant. **CARRIED**

6. Correspondence.

Paul Vandenberg reported there had there was one piece of correspondence to note received or outgoing in May.

The Tasmanian Association of State School Organisations Inc. (TASSO) are holding their annual conference and AGM on the 26th of August 2017 at Tamar Valley Resort, Grindelwald. You can nominate for office bearers or attend the conference.

7. Business arising from correspondence.

There was no business arising from correspondence.

8. Pavilion/Oval

1. Co-ordinator report

Paul Vandenberg reported that Meg Culhane (Pavilion Co-ordinator) indicated there was nothing to report.

2. Cleaning and maintenance.

Lucy Robbins reported that the rats were now gone.

9. Clothing pool.

Sarah Foster reported that a parent had bought in a wool jumper and was disappointed in the quality of the school jumper. Sarah reported that we had replaced of two jumpers and that new stock was from Midford (different supplier), and that the old stock is the issue.

Sarah reported that LW Reid had suggested microfibre hats that don't fade as replacements for current hats. There was general agreement from the floor that the new hats were better.

It was decided that new orders of hats to be microfibre hats and we will sell off old stock at discounted price.

10. Fundraising

- a. Cocktail Party – as per the previous item the Cocktail Party was cancelled.
- b. Hot Cross Buns – Jess Downie reported that she hasn't had conversation with Manu Bakery, but has been trying.
- c. Entertainment Book – Books went out on Monday.
- d. Trivia Night – standing item.
- e. School Fair – see item under *Business Arising from Previous Meeting*
- f. Mother's Day stall – Raised \$1,465.80. Thanks to Claire and helpers.
- g. Canberra Trip – George Hyde asked is this still going ahead considering the Cocktail Party was to raise funds for it. Rachel Brown responded that it was.

11. Requests for school funding.

Paul Vandenberg reported there had been no requests for school funding received.

Cheryl Stratton requested funding for the Reading Doctor program. Currently the computer program is on one computer (one licence) and there is difficulty in sharing it on one computer.

Cheryl's request was for:

- \$1,500 towards prep to grade 6 decodable texts.
- \$1,090 additional 5 licences of computer program. One off payment.
- \$25 each for 6 iPad apps.

Total approx. \$3,000.

Jess Downie moved a motion in favour of accepting the request. Seconded: Angela Rose-Eadie. Unanimous vote from the floor. **CARRIED.**

12. School report.

Rachel Brown present the School Report. Highlights were the Cross country and that Paul Kelly was doing amazing job. Friday is the Cross Country LSSSA. Launceston Competitions this week. Rachel highlighted the efforts of Sarah Stagg. Every group that performed was placed. ELPS has only recently been involved for last two years.

Rachel stated there have been 22 staff changes in last three years and the school would be focussing on a revamp of the school goals.

Rachel also said that Grace Matthews has picked up Sophie Edwards class.

13. General business.

A question was raised from the floor regarding tennis nets for the basketball courts. Paul Vandenberg indicated that the courts were most used for basketball. There was general discussion on this, but no decision reached.

Cheryl Stratton raised the issue of dogs on the oval. Jess Downie responded that there wasn't much that could be done about it, but when Executive members see someone with a dog on the oval they approach them.

14. Closure: Meeting closed at 8:50pm

15. Next Meeting: Wednesday the 5th of July at 7:00pm at ELPS.