

EAST LAUNCESTON PRIMARY SCHOOL PARENTS & FRIENDS ASSOCIATION Inc.

Minutes of the General Meeting of the ELPS Parents & Friends Association Inc. held at 7:00pm on **Wednesday, September 19, 2018** at East Launceston Primary School.

Items

1) Present/apologies.

Present: Paul Vandenberg (President), Sarah Foster (Vice-President), Leigh Anthony (Treasurer), Ross Smith (Executive), Lea Watson (Executive), Claire Robertson (Executive), Jess Downie, Lucy Robbins, Emmy Brient, Derek Le Marchant

Apologies: Caroline Williamson (Executive), Jamie Fell, Clare Mawdesley, Michael Lowe, Rosemary Brain.

2) Financial report.

Derek Le Marchant (as outgoing Treasurer) presented the financial report.

- Jess Downie queried when the DOE Lease is up for renewal. Ross Smith said it is July 2019.

- Derek reported the Father's Day stall raised around \$1500

- Moved to accept the financial report: Paul Vandenberg. Seconded: Sarah Foster. Carried

3) Land Swap update.

Paul Vandenberg presented the Land Swap update. Paul said that we are waiting for technical issues to be resolved:

- Title documents need to be updated to correct name. Rae & Partners have been engaged to do this.

- Title documents note a mortgage that has been discharged but that notification has not been given to Crown Solicitors to do this. Rae & Partners have been engaged to rectify this.

Once these are fixed, then Crown Law can draft an agreement for the DoE for the P&F to consider. This could take a month or two.

4) Minutes of previous meetings.

- Moved to accept Meeting Minutes from the July 2018 General Meeting: Paul Vandenberg. Seconded: Derek Le Marchant. Carried

5) Business arising from previous minutes.

a) Constitution changes - Passed in AGM. No further action required.

b) Working Bee to finish second Soccer Goals - Ross Smith to look at calendar and we will make ourselves available.

- c) Engage a sign writer to update the signs on the oval
 - No action taken until Kinder Hub completed.
 - Remove until Hub completed.
 - d) Building surveyor to be engaged to gather a list of urgent, basic maintenance building works that need to be completed.
 - Ross Smith tried to engage Greens but they have not answered.
 - Looking at if we can get a replacement door.
 - Call to be made to Protek to see if they can assist.
 - e) Risk management and yearly budget.
 - Plan drafted and circulated.
 - Big issue is still lack of people in Executive.
 - Budget looks like it will be same as last year. Derek to circulate.
 - Remove from Agenda but maintain in at Executive.
 - f) Air conditioners for classrooms
 - Lucy Robbins reported that they are in and working and are being used instead of panel heaters. No further action required.
 - Paul Vandenberg reiterated that the P&F are happy to co-fund more units as they improve the learning environment for everyone.
 - g) New Life Members Board
 - Sarah Foster has the names. Looking to find the board that we have and to update with the new names.
 - Lucy Robbins to go looking for the Boards again.
 - h) Request for School Association to review uniform colours.
 - Ross Smith reported that there is a School Association Sub Committee that has been formed and will report back next month on this.
- 6) Correspondence.
- 18/9/18 - Letter from Rebecca Woodland, seeking clarification to the land proposed to be swapped. Answer provided was that access to the land would be needing to maintain the bank. DoE would also take control of the boom gate and entrance. Rebecca, has also asked if it could be reconsidered them purchasing the vacant block on Tasma Street. We said that we need the land swap finalised before this could be further considered. The right of way on the block is also a concern for Rebecca.
 - 16/8/18 - DoE formal request to use Anne Street block as an entrance to the grounds for the works for the Kinder Hub. We have responded with an approval.
- 7) Business arising from correspondence – As above
- 8) Pavilion/Oval.
- a) Co-ordinator report – Megs reports all going along nicely.

- b) Cleaning, maintenance. – Pavilion toilets.
 - Lucy asked to note that there has been a report that some homeless people have been trying to use the facilities. Police and security has been engaged.

9) Clothing pool.

Sarah Foster presented the Clothing Pool report.

- Banked about \$1600 of cash.
- New EFTPOS machine.
- Some transactions went through the school EFTPOS machine
- Big thanks to Clare for looking after things while Sarah was away.

10) Fundraising.

a) Social Committee Report

- Met on the 26/8/18
- Want to do a Rainbow Run through an obstacle course. Sunday 11/11/18 is proposed date. Small costs associated, and some prizes.
- Looking to involve the local community.
- Awesome effort and brilliant to see it moving forwards.
- Looking for an option for the raised funds. Maybe a gazebo or school flags. Look at getting both and P&F will meet a shortfall if there is any.
- Meeting again on 20/10/18.

b) Father's Day Stall

- Hard to get quality inexpensive items.
- Maybe ask David Cox if there is any Hawthorn material that could go on the stall.

c) Entertainment Book

- Jess Downie to provide details for Entertainment Book to Paul Vandenberg.

d) Christmas Cake Soak

- Thursday the 29/9/18 at 9am. To be followed by a cooking day.
- Looking for a cause for Christmas Cakes. Lucy Robbins to come back with some options. Maybe literacy resources.
- Looking to book and pay for cakes via Event Bright.

e) Need to start organising Carols on Oxford.

11) Requests for school funding.

- Lucy to provide details on the Health Lit Expo that could need some funding.
- Grade 6 Presentations. P&F request that the Grade 6 parents be surveyed to see if a day or night award ceremony is preferred. P&F seems to be bearing the brunt of the load for donations and asked the school to look for donations from others. Agreed that book vouchers are a good idea.

12) School report.

Emmy Brient provided the school report.

- Intake area has been proposed to be reduced.
- Would be useful to respond.
- If families are moving out of area then they are starting to be asked to also move children.

13) General business.

- Sawdust around the soccer goals. Happy to do it but just need to know what the best product is to use. Maybe synthetic turf. Paul Vandenberg to get quotes.

14) Closure. 8:16pm.

Next Meeting Wednesday 7th of November.