

## **EAST LAUNCESTON PRIMARY SCHOOL PARENTS & FRIENDS ASSOCIATION Inc.**

Minutes of the General Meeting of the ELPS Parents & Friends Association Inc. held on **Wednesday, March 6, 2019** at East Launceston Primary School.

Meeting opened at 7:01pm

### **1. Present/apologies.**

**Present:** Paul Vandenberg (President), Sam Bucknell (Secretary), Leigh Anthony (Treasurer), Ross Smith (Executive), Lea Watson (Executive), Nathan Johnston, Clare Mawdesley, Sarah Foster (Vice President), Lucy Robbins, Caroline Williamson (Executive).

**Apologies:** Claire Robertson, Emmy Brient, Rachel Brown.

### **2. Land Swap/ Capital Works Project update.**

- Paul has received an email from the department – agreement is with valuation services. Expecting something soon.
- Initial works on oval are progressing well.
- Lea Watson commented that because the footpath is blocked off, students are crossing at various points and not necessarily at the designated crossing. Lucy has taken note and will seek advice from the School.
- The new basketball court has opened today.

### **3. Minutes of previous meetings.**

- Move to accept Meeting Minutes from the February 6, 2019 General Meeting: Paul Vandenberg. Seconded: Leigh Anthony. **CARRIED**

### **4. Business arising from previous minutes.**

- a) Working Bee to finish second Soccer Goals  
The painting has been progressing, Paul and Ross have done the first few coats and it is nearly complete.
- b) New Life Members Board  
Rachel knows where the older P&F documents are and Sarah and Lucy will check in with Rachel when possible.
- c) Pavilion maintenance items – exit lights, fire extinguisher. Ross has not had a chance to do items and will get to when possible.

**-To be reviewed at the next meeting.**

- d) Artificial turf for soccer goals. Paul will review the quotes, request an up to date quote from the preferred supplier - Tassie Artificial Turf - and request that they proceed with one of the goals initially. Paul will seek approval from the Executive once final quote is received.

## **5. Correspondence.**

Various bills have been passed on from the School. Notice from CBA regarding excess merchant usage fees. Caroline mentioned an alternative merchant POS device with a one-off fee. Leigh and Sarah will consider.

Leigh advised of an insurance renewal notice with significant premiums. Leigh will seek other quote(s).

- **Clothing sales POS system and Insurance quotes to be reviewed at the next meeting.**

## **6. Business arising from correspondence**

- No business arising from correspondence.

## **7. Financial report.**

Leigh presented the financial report. No significant items for discussion, Leigh is gradually learning new reporting methods from Xero. Yet to speak with Precious to resolve anomalies.

Move to accept the financial report: Paul Vandenberg. Seconded by Sarah Foster.

**CARRIED.**

## **8. Pavilion/Oval.**

- a) Co-ordinator report – Meg has indicated that bookings for various groups being affected by the works.
- b) Cleaning, maintenance. – Ross mentioned the problems around vandalism of the pavilion. Ross suggested talking with Rosier to be put in contact with a bricklayer to fix the missing and damaged brickwork. Paul will contact Rosiers to discuss.

## **9. Clothing pool.**

Nothing to report for the Clothing Pool.

## **10. Fundraising.**

- a) Social Committee Report
  - No formal report.
  
- b) Entertainment Book
  - Books available online already. Will put posts on facebook, skoolbag, etc.
  
- c) Oval Movie Night
  - Ross is going to take pictures of movie night at regatta.
  - Need to choose whether it is going to be a fundraiser or general inclusive event.
  - Timing may be better around September/ October, once the oval works project is nearing completion – potential to use the event as a celebration for the new classroom spaces.
  - Caroline will work towards this and form a sub-committee to work on.
  - Caroline will discuss a trivia night with Meg.

## **11. Requests for school funding.**

No requests for School funding.

## **12. School report.**

No School report.

## **13. General business.**

- Paul mentioned the school has asked the P&F to clean away the mulch on the oval embankment. Present P&F members may collect some in the next week or two, then if there is any left over, Paul will advise a day that people from the school community or general community can come to collect.
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- Lea mentioned the food learning program that Claire Robertson ran last year. The P&F is likely to support any school requests that come through for the program.

## **14. Closure.** Meeting closed at 7:58pm.

Next Meeting Wednesday 3<sup>rd</sup> April, 2019.