

EAST LAUNCESTON PRIMARY SCHOOL PARENTS & FRIENDS ASSOCIATION Inc.

Minutes of the General Meeting of the ELPS Parents & Friends Association Inc. held on **Wednesday, July 3rd, 2019** at East Launceston Primary School.

Meeting opened at 7:11pm

1. Present/apologies.

Present: Nathan Johnston, Lea Watson (Executive), Leigh Anthony (Treasurer), Sam Bucknell (Secretary), Sarah Foster (Vice President), Lucy Robbins, Caroline Williamson (Executive), Emmy Brient, Clare Robertson, Paula Huett.

Apologies: Derek Le Marchant, Paul Vanden Berg, Ross Smith, Rosemary Brain, Clare Mawdesley.

2. Land Swap/ Capital Works Project update.

- No update at this stage.

3. Minutes of previous meetings.

- Move to accept Meeting Minutes from the May 6, 2019 General Meeting: Leigh Anthony. Seconded Caroline Williamson: . **CARRIED**

4. Business arising from previous minutes.

- a) New Life Members Board. No update.
- b) POS System review, trial of square for tap and go payments. Caroline provided more information around the use and benefits of the square. Sarah Foster indicated she is willing to use the squares for Clothing Pool sales.

Action - Leigh to purchase new square for use.

5. Correspondence.

- Request for use of oval for cricket club. No specific details were available for the meeting.
- Letter from Powell Accounting regarding end of year reports/ accounting. Caroline suggested there may be a couple of other parents around the school with an accounting background that may be able to join the P&F and assist with the book keeping.
- Various other bills/ remittances

6. Business arising from correspondence

- No business arising from correspondence.

7. Financial report.

Leigh presented the financial report. Balance sheet and profit/ loss reports that have been prepared. No significant differences around the savings account. Leigh to liaise with Powell Accounting re end of year work, Sarah to do a stocktake.

Move to accept the financial report: Leigh Anthony. Seconded by Sarah Foster.

CARRIED.

8. Pavilion/Oval.

- a) Co-ordinator report – no report.

Ross has put the nets on the soccer goals, Lea and Caroline assisted. The soccer goals work, including the painting by members of the executive, Rob Watson and Clare Mawdesley is much appreciated.

- b) Cleaning, maintenance. Two doors need to be replaced –

Action - Sam to arrange builder if Rosier builders are too busy.

9. Clothing pool.

New rain jackets have been very well received. Sarah still needs someone 2:45 to 3:15 on Wednesdays. Agreed to a facebook post and Emmy Brient suggested speaking with teaching staff to help find someone.

10. Fundraising.

- a) Social Committee Report

- No report.

- b) Election Day Fundraisers

- Leigh reported on the fundraiser and said the day was very successful, many people mentioned that coffees would have been good. The P&F will look into purchasing a machine.

Action - Leigh to look into options for coffee machine.

- Lucy will arrange for student leaders to assist with distributing the books.

- c) Entertainment Book

Sarah reported that sales are going well.

d) Oval Movie Night

Defer until spring when the building work finishes. Ideally, late September would work well prior to daylight savings starting.

e) Cocktail party- Caroline provided an update. There is a need to contact many more business owners to seek donations.

f) School Fair – Discussion around bringing back the school fair for next year.

Action - Sarah to check with St Thomas More's parents re. contact for event planner.

11. Requests for school funding.

- Lucy provided a revised request for funding to assist with the Year 6 Canberra trip.
- Decodable texts (request prepared by Emma Folo). Emmy Brient provided some clarification around what decodable texts are.
- Sam presented a request prepared by Cheryl Stratton regarding new books for the library.

The requests received are to be considered by the Executive.

12. School report.

Emmy Brient presented the School report.

- Parent-teacher meetings have been completed with about 95% participation. Emmy sought feedback and the meetings were generally very well received. Some suggestions were made regarding confusion around whether the meetings were intended to be 1 on 1, or inclusive of students also.
- Noted current lack of space for assemblies.
- Learn to swim next term.

13. General business.

- The marquee covers have been refunded

Action - Ross to look into new bags/ trolleys for marquees.

- Father's Day stall – Claire checked to see if the school still wanted the Father's day stall and the school confirmed that they do.

14. Closure. Meeting closed at 8.38 pm.

Next Meeting Wednesday 7th August, 2019.