



Everton Park Kindergarten

28 Fallon Street, Everton Park, Brisbane, QLD, 4053
 Phone: 3355 3694 Email: kindy@epk.asn.au
www.epk.asn.au



EVERTON PARK KINDERGARTEN MANAGEMENT COMMITTEE

MEETING MINUTES - 3rd April, 2019

GENERAL MEETING	
Welcome	
Open, Welcome and Apologies Meeting opened by Lindsay M. Meeting opened at 7.40	
Attendees	Lindsay Mamaril, Michael Kusnierz, Josh Newington, Lindy Diacaris, Anne Orchard, Sean Deegan, Alycia Pettborne, Sachin Gupta, Lubica Fapsova, Cassie Nash
Apologies	

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING	
Previous minutes attached – 13 th March 2019. Moved that the previous meeting minutes be accepted. Carried.	
Moved: Michael K	Seconded: Cassie N
Actions from Last Meeting:	
<ul style="list-style-type: none"> Brisbane Kids advertising – approved to go ahead with advertising in 2018 but still need to organize this advertising. See below. Security Options – investigation into security options – approval given by 2018 committee to go with Telstra system. Jodi to arrange implementation (Jodi will arrange Term 2). Street Sign advertising – to arrange 	

STANDING AGENDA ITEMS		
	TOPIC	ACTION OFFICER
1	PRESIDENT'S REPORT Responses to actions from last meeting: <ul style="list-style-type: none"> Unfortunately Raminder not able to continue in Promotions role & stepping down. Discussion about role. Cassie N nominated self for role. Moved by Lindsay M, seconded by Michael K. Carried. Tree lopping going ahead in holidays 11/4 (still waiting on soil testing) Advertising with Brisbane Kids. <ul style="list-style-type: none"> Brisbane Kids contacted by Lindsay—she received media kit. \$800 advertising year-round (this is in the budget). Approval to do this Advertising – moved by Lindsay M, 	

seconded by Cassie N. Carried.

Council Street Signage:

- Some discussion about which two signs should be prioritized (not approved for more than 2 so need to decide best location).
Approval to pay for Council street signs and locations.
Moved by Michael K, seconded by Alycia P.

Enhancement of service management: Risk Assessment.

- Lindsay asks whether we should have the full assessment done at a greater cost (\$3500). Anne mentions necessity of it.
Motion to go for full assessment by Consultants. Moved by Cassie N, seconded by Sean D. Carried.

Open Day

- A4 advertising flyers to be printed off (and laminated). Lindsay to email parents asking them to circulate. Josh to ask Sharolyn about playgroup advertising.
- Cassie to organize placement of banners.
- Sean will follow up about a coffee van
- Cassie to investigate Face-painting
- Lubica responsible for organizing baking
- Community Pages on Facebook

Kindergarten funded projects carried over

- Sean followed up on concreter re patio cement repair—he's just getting back from holidays. Will come in soon to assess.
- Regarding shed, Sean found wholesaler for Colourbond. They stock a 3m * 1.5m (base) by 2m high for \$839 (currently on sale for \$589—this does not include shelves). We did want a taller shed to fit the 2.13m tall ladder. The next size up would be too large. Sean feels that assembly would be straightforward. Suggesting that money could be saved by installing it inhouse. Michael will contact Jodi re her input on shed height and price.

Report moved by Cassie N, seconded by Alycia P. Carried.

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TREASURER'S REPORT

See Treasurers Report.

- In deficit but haven't received government funding yet, which will come.
- 1 position vacant in group 1, 7 or 6 in group 2
- List for 2020 presently looking good
- Lower numbers are a positive regarding inclusion support
- Inclusion support funding still to applied for (open in April)
- Fundraising profit increased due to chocolate fundraising (\$334)
- Advertising costs up due to Facebook advertising
- Mowing costs up due to sprinkler malfunction

	<ul style="list-style-type: none"> • Maintenance costs up—expenses related to new kitchen • Water rates up due to sprinkler malfunction • No fees owing 2019. Still receiving some outstanding funds from 2018—on a payment plan. • Shed <p>Report Moved Cassie N, seconded Lubica F. Carried.</p>	
3	<p>PROMOTIONS COORDINATOR’S REPORT N/A</p>	
4	<p>VICE PRESIDENT’S REPORT</p>	
5	<p>MAINTENANCE COORDINATOR’S REPORT</p> <ul style="list-style-type: none"> • Sean will repair latch on door into storage room • Amber’s father to look at faulty security light out the back • Sandpit requiring 7.5 m sq of ‘white river sand.’ Sean to investigate. • Cleats on the climbing boards to be done at the working bee. <p>Report Moved Lindsay M, seconded Cassie N. Carried.</p>	
6	<p>FUNDRAISING COORDINATOR’S REPORT</p> <ul style="list-style-type: none"> • Bunnings BBQ application has been made. May need to reapply in May 2019 if we don’t get anything. • Only 10/52 boxes of chocolates left. If all are sold \$1352 will be raised. • Entertainment books. \$14 for every order. 5 ordered so far • Lubica still to follow up ‘picture on a plate.’ • Family portrait day 25 August provisionally • Grilled local matters. Discussion around what we would put money towards. Decided on tree maintenance. • Lubica found a fundraising option • Suggested a new background picture for Facebook (old picture). Cassie to follow up. • Sean suggested that his work could be open to sponsorship arrangement • Option to apply for a sausage sizzle at BCF or Anaconda—Lubica to investigate • Cassie and Lubica going to adapt flyer for Facebook <p>Report Moved by Alycia P, seconded Cassie N. Carried</p>	
7	<p>WORKPLACE HEALTH AND SAFETY REPORT</p> <ul style="list-style-type: none"> • Alycia has gone through first aid to ensure it is stocked an current <p>Report Moved Lindsay M, seconded Cassie N. Carried</p>	
8	<p>GRANTS OFFICER REPORT Sachin’s first meeting. Still being inducted into duties.</p> <p>Report Moved Lindsay M, seconded Cassie N. Carried</p>	
9	<p>DIRECTOR’S REPORT Report read by Anne O & Lindy D.</p> <ul style="list-style-type: none"> • Neighborhood day coming up. Preparing for that. • 10 weeks in 	

	<i>Report Moved Lindsay M, seconded Cassie N. Carried</i>	
10	OTHER BUSINESS Meeting closed 9.20 Next meeting 8th May 2019	