

**EVERTON PARK KINDERGARTEN MANAGEMENT COMMITTEE**

**MEETING MINUTES - 9th October, 2019**

<b>GENERAL MEETING</b>	
<b>Welcome</b>	
Open, Welcome and Apologies Meeting opened by Cassie N Meeting opened at 7.30	
<b>Attendees</b>	Sean Deegan, Josh Newington, Michael Kusnierz, Lindy Diacaris, Anne Orchard, Cassie Nash, Natalie Page, Alycia Pettborne, Jodi Browning
<b>Apologies</b>	Lindsay Mamaril, Sachin Gupti

<b>CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING</b>	
Unfortunately September meeting cancelled due to low numbers. Need to ensure meetings go ahead and encourage families to ensure quorum. Previous minutes attached – 7 <sup>th</sup> August 2019. Moved that the previous meeting minutes by accepted. Carried.	
Moved: Cassie Nash	Seconded: Natalie Page
<b>Actions from Last Meeting:</b>	
<ul style="list-style-type: none"> <li>Concrete repair completed. Contractor went above and beyond. Even dealt well with complaining neighbours. Jodi intends to send thank you as well as share (advertise) his details on Facebook.</li> </ul>	

<b>STANDING AGENDA ITEMS</b>		
	<b>TOPIC</b>	<b>ACTION OFFICER</b>
1	<b>PRESIDENT'S REPORT</b> • N/A	
2	<b>TREASURER'S REPORT</b> See Treasurers Report  Unfortunately 2018 family paying 2018 fees via instalments has stalled on payments. Jodi following up.  2020 Budget - See Other Business  <b>Report Moved by Michael K, seconded Sean D. Carried.</b>	
3	<b>PROMOTIONS COORDINATOR'S REPORT</b> • N/A	Natalie moved Cassie seconded Accepted
4	<b>VICE PRESIDENT'S REPORT</b> • N/A	
5	<b>MAINTENANCE COORDINATOR'S REPORT</b> • Concrete repair completed • Bathroom bench repaired	Moved Alycia Seconded Michael Accepted

	<ul style="list-style-type: none"> <li>• Supplies for working bee required. <ul style="list-style-type: none"> <li>○ Jodi to order mulch</li> <li>○ Jodi to put out notice for people to bring wheelbarrows and shovels</li> <li>○ Staff to put out job list on day. Aniko will be present.</li> </ul> </li> </ul> <p><b>Report moved Sean D. Seconded Cassie N. Carried.</b></p>	
6	<p><b>FUNDRAISING COORDINATOR'S REPORT</b></p> <ul style="list-style-type: none"> <li>• Bunnings BBQ coming up 8 December. Jodi to send out sign up. <ul style="list-style-type: none"> <li>○ Cassie and Sean to investigate sausages</li> <li>○ Kindy staff to obtain drinks and onions, condiments</li> <li>○ Kindy to supply BBQ tools, Square machine</li> </ul> </li> <li>• Chocolate run has taken \$1223</li> <li>• Portraits 9 sessions booked to a profit of \$180</li> <li>• Entertainment books sold 11 at \$154</li> <li>• Picture on a plate sold 6 at \$42</li> <li>• Pie Drive to be investigated by Lubica or Cassie</li> </ul> <p><b>Moved by Sean D, Seconded by Michael K. Carried.</b></p>	
7	<p><b>WORKPLACE HEALTH AND SAFETY REPORT</b></p> <ul style="list-style-type: none"> <li>• Nothing to report</li> </ul>	
8	<p><b>GRANTS OFFICER REPORT</b> N/A</p>	
9	<p><b>DIRECTOR'S REPORT</b> Report read by Anne O &amp; Lindy D.</p>	
10	<p><b>OTHER BUSINESS</b></p> <ol style="list-style-type: none"> <li>1. Lord Mayors Suburban Initiative Fund Grant for Open Day was acquitted on 29<sup>th</sup> August 2019.</li> <li>2. 2020 Budget presented by Michael K —see attachment. <ul style="list-style-type: none"> <li>○ Proposed increase to fees to \$825 per term – accepted</li> <li>○ Membership fees to remain at \$15 – accepted</li> <li>○ Enrolment fees to remain at \$165 for 2021 – accepted</li> <li>○ Staffing to stay the same (ie 3 staff in each group) – accepted</li> <li>○ Director's administrative hours at 5 hours – accepted</li> <li>○ Kindy hours to increase by 5 mins a day – accepted</li> <li>○ 2020 Budget – accepted</li> </ul> </li> </ol> <p><b>Budget items moved Cassie N, Seconded Sean D. Carried.</b></p> <p>Meeting closed <b>9:01</b> <b>Next meeting 11<sup>th</sup> November</b></p>	