

**EVERTON PARK KINDERGARTEN MANAGEMENT COMMITTEE**

**MEETING MINUTES - 11th November, 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, Lindy Diacaris, Anne Orchard, Cassie Nash, Natalie Page, Michael Kusnierz
<b>Apologies</b>	Lindsay Mamaril, Sachin Gupta, Nikki Gilbert, Lubica Fapsova

<b>CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING</b>	
Previous minutes attached – 9 <sup>th</sup> October 2019. Moved that the previous meeting minutes be accepted. Carried.	
Moved: Sean D	Seconded: Michael K
<b>Actions from Last Meeting:</b>	
<ul style="list-style-type: none"> <li>• New local councillor contacted?</li> <li>• Bunnings BBQ volunteer register commenced.</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  Discussion was had regarding 2018 family with debt outstanding. Was doing payment plan but this has stopped and Jodi has tried many times to contact Mother without any response. Discussion on debt collector. Decision not to do this but to try to contact again, possibly contact Father.  <i>Report moved Cassie N, seconded Natalie P. Carried.</i>	
3	<b>PROMOTIONS COORDINATOR'S REPORT</b> • N/A	
4	<b>VICE PRESIDENT'S REPORT</b> • N/A	
5	<b>MAINTENANCE COORDINATOR'S REPORT</b> • Successful working bee had. ○ Sandpit refilled	

	<ul style="list-style-type: none"> <li>○ Some painting and relacquering done</li> <li>○ Some cleaning done</li> <li>● Toy cleaning day to come on the 7<sup>th</sup> December, 8:30 -12:30. Jodi to send out email 14/11.</li> </ul> <p><b><i>Report moved Cassie N, seconded Michael K. Carried.</i></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>○ Lindy to order sausages from Aldi</li> <li>○ Kindy staff to obtain drinks and onions, condiments</li> <li>○ Kindy to supply BBQ tools, Eftpos machine</li> <li>○ Lubica to get gloves, oil</li> <li>○ Roster email to go out 14/11</li> </ul> </li> <li>● Pie Drive delivery 20/11. Lubica responsible once delivered (some may need to be refrigerated if not picked up immediately).</li> </ul> <p><b><i>Report moved Cassie N, seconded Natalie P. Carried.</i></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> <ul style="list-style-type: none"> <li>○ Nicole Homewood not returning to work here next year. Been given a permanent position at her other job. Karla may take Nicole's position.</li> <li>○ Thanking Josh for doing staff appraisal with Lindy, Anne, Jodi</li> <li>○ Monitoring visit by Leanne Widelewski from the Department of Early Childhood, Education and Care 23/10—went well</li> <li>○ Collection taking place for Piccabean Community group putting hampers together for Christmas</li> <li>○ Information night was held on 7/11 for 2020 families. 2 playgroups for next year's families next taking place.</li> <li>○ Staff end of year celebration party December 1. Kindy staff to put a list up for what people can bring.</li> </ul> <p><b><i>Report moved Anne O, seconded Michael K. Carried.</i></b></p>	
10	<p><b>OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>○ Transition subcommittee—Josh to talk to Jodi</li> <li>○ Aniko's long service leave 2020 application approved</li> </ul> <p><b><i>Approval for Aniko's LSL moved Cassie N, Seconded Sean D. Carried.</i></b></p> <p>Meeting closed 8:21 <b>Next Meeting 4<sup>th</sup> December 2019</b></p>	