



Everton Park Kindergarten

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EVERTON PARK KINDERGARTEN MANAGEMENT COMMITTEE

MEETING MINUTES - 4th December, 2019

GENERAL MEETING	
Welcome	
Meeting opened at 7.31	
Attendees	Josh Newington, Lindy Diacaris, Anne Orchard, Cassie Nash, Michael Kusnierz, Sean Deegan, Alycia Pettyborne
Apologies	Lubica Fapsova, Cath Hughes, Lindsay Mamaril

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING	
Previous minutes attached.	
Moved that the previous meeting minutes be accepted.	
Moved: Michael	Seconded: Sean
Actions from Last Meeting:	
<ul style="list-style-type: none"> New local government councilor contacted – <i>email sent on behalf of the committee by Jodi on 19/11/19. Response received to thank us for the contact and ask that we send important dates for 2020 when known (AGM/ Open Day) as Cr Davis would love to try to attend.</i> Bunnings BBQ volunteer register commenced? – <i>Register created - Really need more volunteers.</i> 	
Correspondence In/Out:	
<ul style="list-style-type: none"> Email in/out – email to Cr Davis 	

STANDING AGENDA ITEMS		
	TOPIC	ACTION OFFICER
1	PRESIDENT'S REPORT Nothing to report	
2	TREASURER'S REPORT <ul style="list-style-type: none"> See separate doc KISS (Kindergarten Inclusion Support Scheme) statutory declaration to be completed & returned to C&K to verify that funding used as intended. The funding was used to cover wages for inclusion support in Group 1 & 2 during the year. Loss, but less than forecast at the beginning of the year (Bunning BBQ still to come) Approval of amount over budget (\$1323.46) for maintenance of children's bathroom <p><i>Report moved Sean D, seconded Cassie N. Carried.</i></p>	
3	PROMOTIONS COORDINATOR'S REPORT	

	Nothing to report	
4	VICE PRESIDENT'S REPORT Nothing to report	
5	MAINTENANCE COORDINATOR'S REPORT <ul style="list-style-type: none"> • Toy Cleaning Morning – Saturday 7th December will be the last opportunity for families to complete a Working Bee. • Natalie has sent the maintenance spreadsheet to Jodi to commence refunding families who have completed maintenance tasks. 	
6	FUNDRAISING COORDINATOR'S REPORT <ul style="list-style-type: none"> • Bunnings BBQ • Festive Fundraising Homestyle Bake (Pie) Drive • Plates expected on Friday <p><i>Report moved Michael K, seconded Cassie N. Carried.</i></p>	Moved Michael Seconded Cassie
7	WORKPLACE HEALTH AND SAFETY REPORT Nothing to report	
8	GRANTS OFFICER REPORT Nothing to report	
9	DIRECTOR'S REPORT Report read by Anne O & Lindy D. <ul style="list-style-type: none"> • Date for Welcome BBQ 9/2/2020 • Date for AGM 12/2/2020 <p><i>Report moved Cassie N. seconded Michael K. Carried.</i></p>	
10	OTHER BUSINESS <ul style="list-style-type: none"> • Staff Reflections/Goal Setting meetings commenced (Anne, Lindy & Jodi & Karla completed). Aniko and Nicole to be done. • Discussion/Approval on Karla Grecian taking on role of Inclusion Support Assistant for both groups. As EB Agreement only allows casual employees to work 20 hours need discussion on offering Part Time Employment Contract to Karla. Contact needs to be subject to funding available to continue to support the role. This will have an impact on the budget for 2020 as part time employment & higher assistant rate of pay for Karla. <p><i>Approval to offer inclusion support for both groups to Karla Grecian moved Cassie N, seconded Josh N. Carried.</i></p> <p>Meeting closed 8.35</p>	