



Hunters Hill Public School P&C Meeting Minutes

Wednesday 27/11/2019

1) Meeting opening and apologies

Attendees:

Geraldine Bourne, Srivalli Miah, Alan Gardiner, Kim Dudgeon, Brad Newhouse, Samara Richardson, Robyn George. For detailed list of all attendees to the meeting, please see **Attachment A – Registration Forms**.

Apologies: NA

2) Motion to Suspend Order of Proceedings in accordance with item 2 of the Schedule Standing Orders For The Conduct Of Meetings whereby *The operation of Standing Order No.1 may be suspended for a specific time for a specific purpose upon the carrying of a motion without notice by a two-thirds majority.*

Moved: Geraldine Bourne

Seconded: Srivalli Miah

Passed: Unanimous Approval

3) Motion and vote to have 'Alan Gardiner' (a P & C Federation representative) chair and facilitate this meeting.

Moved: Geraldine Bourne

Seconded: Srivalli Miah

Passed: Unanimous Approval by P&C office bearers

4) Alan Gardiner provided reference to P&C Rules and Constitution with specific reference to the voting process. Next AGM will be held towards March 2020, as per the P&C Rules and Constitution. This General meeting will include voting for casual vacancies only, until the next AGM.

5) Alan Gardiner informed members of the requirement for 2 office bearers to authorise payment via Commbank and awareness of the length of time it could take to have the signatories updated at the bank.

6) Motion that if no previously authorised 'Commbank' office bearer is re-elected, one of the new incoming office bearers will allow for the previously 'Commbank' authorised person, in the same position they have been elected in, to carry out their previous role for until there is a minimum of 2 No. authorised office bearers, to ensure there are no financial obstacles in the operations of our P & C Association entities.

Moved: Geraldine Bourne

Seconded: Srivalli Miah

Passed: Unanimous Approval

7) Issues of membership were discussed as 22 attendees to this general meeting were registered as non-financial members ineligible to vote at this particular meeting.

8) Motion was put forward:

- a. to have two separate ballot boxes for voting casual positions at this general meeting only.
- b. Ballot Box A will be used by financial members attendees.
- c. Ballot Box B will be used by non-financial members attendees.
- d. Votes from the two ballot boxes will be counted and tallied separately.
- e. Should the voting outcome from Ballot Box A match with the voting outcome from Ballot Box B, then the vote will be deemed consistent and the vacant casual position filled with the candidate with majority vote from Ballot Box A.

- f. Should the voting outcome from Ballot Box A differ the voting outcome from Ballot Box B, then the vote will be deemed in-consistent and suspended. The vacant casual position readvertised. A Special General Meeting will be called at a later date. This will give enough time for any non-members to become financial members of the P&C as per the P&C Rules and Constitution. At this Special General Meeting, only votes from registered financial members will be recognised.

Moved: Srivalli Miah

Seconded: John Kasinathan

Passed: Unanimous Approval

- 9) Motion for voting for 'Casual' office bearers and conveners of sub-committees in the following order:

- a) President
- b) Vice President (1)
- c) Secretary
- d) Treasurer
- e) Conveners
- f) Creative Workshop Convener
- g) 150th Celebrations Convener
- h) Events/Amity Convener

Moved: Daniel Salter

Seconded: Rosemary Livermore

Passed: Unanimous Approval

- a) Interim P&C President:

- Nominees were each given 2 minutes opportunity to address the general meeting. Extra 2 minutes time was voted (47-35) for each candidate to complete their address to the audience.
- Interim P&C President nominee members were: David Floro and Wayne Evans.
- Voting in Ballot Box A and B resumed. Followed by separate counting and tallying of the two ballot boxes.
- Wayne Evans was declared the winning candidate by majority from both Ballot Boxes.
- Wayne Evans accepted the role of the Interim P&C President.

- b) Interim P&C Vice-President:

- nominees were each given 2 minutes opportunity to address the general meeting.
- Interim P&C Vice-President nominee members were: John Lau and Alia Boyd.
- Voting in Ballot Box A and B resumed. Followed by separate counting and tallying of the two ballot boxes.
- Alia Boyd was declared the winning candidate by majority from both Ballot Boxes.
- Alia Boyd accepted the role of the Interim P&C Vice-President.

- c) Interim P&C Secretary:

- nominees were each given 2 minutes opportunity to address the general meeting.
- Interim P&C Secretary nominees were: Jeff Love and Jennifer Bui.
- Voting in Ballot Box A and B resumed. Followed by separate counting and tallying of the two ballot boxes.
- Jennifer Bui was declared the winning candidate by majority from both Ballot Boxes.
- Jennifer Bui accepted the role of the Interim P&C Secretary.

- d) Interim P&C Treasurer:
 - Only one nomination was received (written and/or orally at the meeting).
 - Interim P&C Treasurer nominee was: Sarah Anderson
 - Sarah Anderson was declared the winning candidate unanimously.
 - Sarah Anderson accepted the role of the Interim P&C Treasurer.
- e) Interim P&C Events Convenor:
 - Only one nomination was received (written and/or orally at the meeting).
 - P&C Events Convenor nominee was: Emily Salter
 - Emily Salter was declared the winning candidate unanimously.
 - Emily Salter accepted the role of the Events Convenor.
- f) Interim P&C Creative Workshop Convenor:
 - Only one nomination was received (written and/or orally at the meeting).
 - P&C Creative Workshop Convenor nominee was: Sarah Anderson
 - Sarah Anderson was declared the winning candidate unanimously.
 - Sarah Anderson accepted the role of the Creative Workshop Convenor.
- g) Interim P&C 150year Celebration Convenor:
 - Only one co-nomination was received (written and/or orally at the meeting).
 - P&C 150year Celebration Convenor co-nominees was: Loretta Mitchell/Nicole Klein
 - Loretta Mitchell/Nicole Klein were declared the winning co-convenors unanimously.
 - Loretta Mitchell/Nicole Klein accepted the role of the 150year Celebration Convenor.

10) Confirmation of minutes from previous meeting:

Moved: Geraldine Bourne

Seconded: Craig Mitchell

Passed: Unanimous Approval

11) Business arising from the minutes: NIL

12) Correspondence in / out: NIL

10) Key Planning Dates for the year:

Date	2019	Responsibility	Date	2020 and *150 Year Celebrations	Responsibility
15 th Feb	Welcome School BBQ	Year 1		Welcome BBQ , Swim Carnival Feb / Mar Catering	Year 1
March 5 th	Swim Carnival			Late Mar – 150 Year Family Event	
23 rd March	State Election BBQ	Perf. Arts			
Apr 2019	Easter Eggs	Amity	Apr 2020	Easter Eggs	Amity
11 th April	Grandparents Day (BYO Picnic/ coffee stand) –	Year 2/ SR	Apr 2020	Grandparents Day (Morning Tea)	Year 2
12 th April	Anzac Ceremony				
10 th May 19	Mothers Day Breakfast	Kindy		Mothers Day Breakfast	Kindy
15 th May 19	Kindy 2020 Parent Info Evening	HHPS (SR)	May 2020	Kindy 2020 Parent Info Evening	HHPS
18 th May	Federal Election BBQ	Perf. Arts	May 2020		
May TBC	Thankyou PandC BBQ for Grounds Subcommittee				
June 2019	Cybertalks “Think you know”	HHPS - SR			
July 2019	Anxiety Workshop “Cool Kids”	HHPS - SR			
30 th Aug 2019	Father’s Day Breakfast	Year 4 /Amity	Sept 2020	Father’s Day Breakfast	Year 4
8 th Sept 19	Fete 8 th	Fete	Sept 2020	Fundraiser (Year 3)	Amity
26 th Sept 2019	Teddy Bears Picnic 26 th	Samara R / Kindy	Sept 2020	School Concert; Late 3 rd term 5/6 Musical; 150 Yr Formal Event (adults only)	Jess T
5 th Nov 2019	World Teachers Day Lunch	Years 5/6 - Amity	5 th Oct 2019	World Teachers Day Lunch	Years 5/6
October 19	Parents Event	Amity			
25 th Oct 19	School Disco 25 th	Performing Arts	23 rd Oct 2020	School Disco	Perf. Arts
8 th Nov 19	Kindy 2020 Orientation – Morning Tea	Kindy / Samara R			
16 Nov 19	Movie Night - postponed	Events			
28 Nov 19	Thank you Dinner for P&C – cancelled. A non P&C event, funded privately	Events			
Dec 2019	Lomondo	Amity	Dec 2020	Lomondo	Amity
10 Dec 19	Presentation Day				
16 th Dec 19	Year 6 Farewell Dinner/dance	Robyn George	Dec 2020	Year 6 Farewell Dinner	
18 Dec 19	Last Day of School				

11) **Principal's report** by Kim Dudgeon

Thanks P&C, staff and students for the welcome and looks forward to working with the school community.

12) **President's report:** NIL

ACTION: by P&C President and Dougal Hunter - Employee contracts to be standardised, for both HOOSH and canteen. (Action outstanding from previous meeting).

13) **Treasurer's report:** NIL

ACTION: Sub-committee conveners to review the Profit and Loss statements and discuss with the Treasurer and President. Including the issue of appropriation of P&C operating costs. (Action outstanding from previous meeting).

ACTION: the Treasurer and President to meet with each sub-committee convener to resolve budget forecasting for 2020. (Action outstanding from previous meeting).

14) **General Business:** NIL

15) **Sub-committee reports**

- a. **Fete** –Fete was a good success for the community and with profit of ~\$31k. The Fete financial report will be finalised in early 2020, accounting for donations.

- b. **Performing Arts**

ACTION: Purchasing of four (4) digital pianos is currently being budgeted and will be discussed by the convenors with the P&C Treasurer and President. (Action outstanding from previous meeting).

- c. **Canteen**

ACTION: Need a new freezer and fridge. Fiona and Heather to discuss with the Treasurer, and propose as part of 2020 budgeting. (Action outstanding from previous meeting).

- d. **Creative Workshops - NIL**

- e. **Uniform Shop - NIL**

- f. **Events**

- i. Movie Night on 16 Nov was postponed due to bush fire smoke, weather and demand.
 - ii. Thankyou dinner on 28 Nov for P&C volunteers is cancelled as a P&C event at the request of the host. The event will now be a private function with private funding.
- g. **Book Club** – Srivalli Miah will be stepping down at the co-convenor of Book Club, as she is finishing up at HHPS. Rebecca Cox will remain as the Book Club Convenor.
- h. **HHOOSH** – Casual Staff wages need to be processed asap.
- i. **Social Media and Communications** – NIL
- j. **Ground and Surrounds** – NIL
- k. **School of the Future** – NIL
- l. **150yr Celebration** – NIL

16) **Other Business:** NIL

17) Meeting Closed 8.30pm. Next meeting week 3 of Term 1 in 2020. To be declared by the new interim P&C Secretary.