



## INLET PUBLIC SCHOOL P & C ASSOCIATION

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# P&C AGM Minutes

## Date & Time

Meeting opened: 7.02pm 31 March 2025.

Meeting closed: 7.40pm

**Chaired:** Haylee Quinn (President)

## Attendees

Kym Arnold, Sam Turner, El Carpenter, Kim Thomson, Fiona Democks, Jenna Debattista, Haylee Quinn, Naomi Hughes, Unity Naismith, Bernadette Horneman, Tracy Solaris

## Apologies

Sarah Carpenter, Renee Fergason, Andi Smith

**Acknowledgement to Country** completed by Haylee Quinn (President)

## Call for New Members and Confirm all existing members

No new members to approve.

**Motion:** motion to consider all applicants wishing to renew existing membership

Moved

Naomi Hughes

Seconded

Sam Turner

## Confirmation of the minutes of the previous AGM

The minutes of the previous Annual General Meeting held on 25 March 024, were available at the meeting.

**Motion:** moved that the minutes be accepted as a true and a correct record of the meeting.

Moved

Naomi

Seconded

Kym Arnold

Carried

Yes

## Business arising from the minutes of the previous AGM

Nothing to follow up, all followed up in previous general meeting last year after AGM

## Receipt and adoption of the audited financial report

Financial audits were conducted by Bosco Accounting at a cost of \$650 (GST Inclusive) and has been paid.

Canteen Ac: Sue Goring (Safi) used for BAS and Super

Profit for financial year amounted to \$6,002.00

Audit supplied for circulation

24-25 Audit is structured as per ACNC requirement ... 23-24 Audit was more challenge to decipher, hence change in Auditor overall.

**Motion:** That the Annual Financial Statements be accepted

Moved

Naomi Hughes

Seconded

Unity Naismith

Carried

Yes

## Receipt and adoption of the president's annual report

This past year has been both exciting and challenging. I am so proud of the work we've done together.

Key Highlights for 2024.

### 1. Community Engagement and Events:

- In 2024, we've hosted a number of successful events. Mothers and Father's day stall, Easter raffle, Viking festival, athletics carnival canteen, Halloween disco and the Trivia Night and Mega Raffle.
- A special thank you to all the volunteers who contributed time, effort, and resources to make these events a success. Your hard work does not go unnoticed.

### 2. Financial Update:

- In review of 2024 the P&C has raised approx \$20, 000 from our fundraising and grants application efforts. These funds have been directed towards air conditioning, Kindy orientation, year 6 celebrations and shirts. It has been with much overview and planning that we have finally turned the books around and successfully made a profit in comparison to the 2 previous years. Our budget for the year is in a strong position, with careful planning ensuring we can support future initiatives while maintaining financial sustainability.

### 3. Uniform shop

- The continuation of the P&C run uniform shop is of much importance to the P&C as this cuts costs for parents and also ensures a slight profit is made for the P&C to cover costs associated with insurances and accounting.

### 4. Canteen

- The decision to close the P&C run canteen was based on the ongoing financial losses sustained over the previous 3 years. Despite the changes we tried to implement, the feasibility of running such a business in these times was not sustainable. The process of closing of this business was enormous and I want to profusely thank you everyone who assisted in the process, whether it was selling items, cleaning, emptying, consulting the federation and helping Chris. It was hard and emotionally draining, but we got there in the end.

### 5. Collaborative Projects:

- I feel our relationship with the school continues to strengthen, and we have worked together on projects such as Kindy orientation and the multi-stage 'community

engagement space.' This collaboration ensures that we are addressing the needs of both the students and the wider school community.

**6. Future Plans:**

- We have outlined potential fundraising plans for 2025. We will need your support to make these initiatives a success. If you would like to get involved, please don't hesitate to reach out.
- I would love to see increasing parent and community involvement. The input from our community is invaluable, and we want to ensure that all voices are heard in our decision-making.

**Acknowledgements:**

I would like to take a moment to express my sincere thanks to the P&C executive team- Naomi and Jenna- the backbone to the entire ins and outs of the P&C, El and Kim since you have taken over the uniform shop it is looking amazing, the feedback is great and the business is running with much success. Big shout out to Sammy T and Naomi- who held a huge role in the canteen closure. It was extremely stressful and outside our scope of knowledge- but we stuck with it and did what was necessary. Thanks to the school staff, and volunteers for their ongoing support and dedication. I would also like to thank the parents who continue to be active in our community. We could 100% not do it without you!!

Thank you all for your endless support. I look forward to another great year, with me in the back seat.

Moved

Naomi Hughes

Seconded

Jenna Debattista

**Elections** - chaired by Bernadette Hornemann (Principal)

**President**

Call for Nominees: Kim Thomson (nomination declined)

**Position remains open**

**VP**

Call for Nominees: Kim Tomson, Andi Smith (nomination declined)

**Position remains open**

**Secretary**

Call for Nominees: Jenna Debattista

Accepted: Jenna Debattista

Moved: Naomi Hughes      Second: Unity Naismith

**Treasurer**

Call for Nominees: Naomi Hughes

Accepted: Naomi Hughes

Moved: Jenna Debattista      Second: Tracy Solaris

## Election of other positions

### Publicity Officer

Call for Nominees: Unity Naismith

Accepted: Unity Naismith

Moved: Naomi Hughes      Second: El Carpenter

### Uniform Shop Co-ordinators

Call for Nominees: Kim Thompson & El Carpenter

Accepted: Kim Thompson & El Carpenter

Moved: Fiona Demmocks      Second: Naomi Hughes

### Book Club Co-ordinator

Call for Nominees: Fiona Demmocks

Accepted: Fiona Demmocks

Move: Jenna Debattista      Second: Tracy Solaris

## Approval of Signatories (Removal and Addition)

**Motion:** to change bank signatories on accounts **264455471, 588145752, and 587803100** as listed below.

- Current signatories to remain on bank account: **Naomi Hughes**
- New signatories to be added to bank accounts: **Kimberley Thompson, Eleanor Carpenter**
- To be removed from the bank accounts AFTER NEW ARE ADDED: **Samantha Turner, Haylee Quinn**
- To nick name account ending #5752 "Grants Account"

Moved

Haylee Quinn

Seconded

Jenna Debattista

## Appointment of the P&C Associations auditor

Quote has been sought from Bosco for next years audit. Bosco has been incredibly helpful to work with this year. Quote is supplied and circulated and is for \$685 inc GST.

**Motion:** to appoint an auditor for the coming year – Bosco Accounting

Moved

Naomi Hughes

Seconded

El Carpenter

## Adoption or review of by-laws, rules, policies, and procedures

Not required, no amendments to previous years

## Setting the annual subscription fee

Remain at \$2

## Next Meeting

Next AGM: Monday 23 March 2026

Next General Meeting, Monday 5 May, 7pm