



Minutes

Meeting: **Forrest P&C AGM**

Date/Time: Thursday 6th March 2025, 6pm

Location: Forrest Primary School Library

1. Welcome
 - a. Meeting opened at 6:07pm
 - b. Attendance from Glen Tindall, Chris Jones, Uli Putz, Tracy Thomas, Kathy Wijnberg , Ali Sewter, Marina Spurgin, Tui Davidson, Jimmy Carroll, Hannah Bates, Caitlin Kiploks
2. Apologies
 - a. Apologies from Rebecca (Bec) Underwood, Kelly McNamara, Lucy Clynes, Nadia Razzaq, Asif Sharif, Maria Orellana Romero
3. Motion minutes from AGM last meeting
 - a. Proposed by Tui, seconded by Uli
4. Correspondence
 - a. Correspondence was received from the Directorate and ACECQA regarding the one year FOOSHC lease extension and the 5 year Excellence rating, copies on file with Ali
5. Principal address and report (Chris)

- a. Refer attachment 1
- 6. President report (Glen)
 - a. Refer attachment 2
- 7. Treasurer report (Tui)
 - a. Refer attachment 3
 - b. Tui tabled the audited accounts and audit report
 - c. Moved to accept the audit report by Glen, seconded by Tracy
- 8. Parent rep report (Hannah)
 - a. Refer attachment 4
 - b. The committee noted that the WhatsApp administration has been much improved over the past few months
 - c. Hannah noted that there are parent representatives for all years except year 5
- 9. Deakin preschool report (Kathy)
 - a. Refer attachment 5
- 10. FOOSHC report (Ali)
 - a. Refer attachment 6
- 11. Canteen report (Uli)
 - a. Refer attachment 7
 - b. There was discussion regarding the need for regular 4 hours of assistance at the canteen at \$33 per hour, and whether we should employ someone or continue to seek parental support. Tui suggested a WhatsApp group for willing volunteers, and Hannah indicated that this was easy to do on WhatsApp. The committee agreed that if it was proving difficult to find volunteers then we should commit to a part-time paid role.
- 12. Uniform shop (Marina)
 - a. Marina provided a verbal update. Sales strong for early in the year. Some decisions to be taken over hoodies. Considering an assistant to assist Marina.

13. Grants report (Kelly)

- a. Combined with Fundraising report

14. Fundraising report (Tracy)

- a. Refer attachment 8

15. School Board report (Lucy)

- a. Nothing to report as School Board has not met this year

16. P&C Council report (Marina)

- a. Refer attachment 9

17. Nominations and election of 2024 P&C committee

- a. All positions were declared open
- b. Newly elected Office Bearers for 2025
 - i. President - Glen
 - ii. Vice President, Community Liaison - Tracy
 - iii. Vice President, Business - Maria
 - iv. Treasurer - Tui
 - v. Secretary - Bec
 - vi. Public officer - Lucy
 - vii. Communications Officer - Vacant**
 - viii. ACT P&C Delegate - Marina
 - ix. Canteen committee - Uli
 - x. Uniform committee - Marina
 - xi. Parent Rep Liaison Officer - Hannah
 - xii. Pre-school Representative - Kathy
 - xiii. General committee – Caitlin
 - xiv. General committee – Kathy

18. Other business

- a. None

19. Conclude

- a. Meeting closed at 7:00pm