



## GENERAL MEETING MINUTES

Held on Monday 27 March 2023, 7:30pm at Library

**Attendance:** Maree Sumpton (Principal), Saravanan Ramadass, Rachel Lin, Beibei Bi, Melanie Lovelock, Cammi Tan, Sarah Eriksson, Sol Ham Lee, Jillian Parkin, Ellen Kong, Saroj Khatiwada, Dilip Sharma Timisiha, Jingjing Li, Adriana Reyes, Alice Tang, Arpitha Simu, Sakshi Chavdhary, Komal Vagheia, Li-Long Huang, Anabel Mendes Rivas

**Chairperson:** Saravanan Ramadass

**Minutes:** Cammi Tan

**Meeting opened:** 7:30pm

### Discussion

### Action

#### 1. Acknowledge of Country and Welcome

Saravanan thanked everyone for attending the General Meeting

#### 2. Apologies

Jill Li, Linda Chen, Shuyang Lin, Cassie Sell, Annie Wang

#### 3. Saravanan, President updates

Saravanan has shared his past experience in helping out running through different position under P&C

Saravanan advised Student Wellbeing Innovation Grant and Beibei informed there are 2 levels of grant. Beibei suggested Steamer Program with 3D printer. It is Robotics model to deal with art design. This program will need experts, art kits, 3D machine, product by students can sale it at online market place, interest-based enrolment. Mrs Sumpton shared there is After School Robotics class held every Tuesday and this program has joined Robocup every year. Ms Bala, teacher in charge will be best person to discussed the needs for Steamer Program.

Beibei to discuss with Ms Bala in order to prepare the report for the grant

#### 4. Mrs Sumpton, Principal updates

It will be busy remaining week before school holiday:

- Easter Hats Parade
- Anzac Day next Monday for Y3-6 in the hall

Saravanan will represent P&C to attend the event

Ms Butterworth gave birth today; mother and child are healthy.

Current enrolment 1010 students in HNPS

Our student Abby will be competing State Swimming Pool Championship

Donation from P&C \$100 gift to congratulate Abby's effort

Items Mrs Sumpton and teachers have discussed that the school needs eg. Mats, books, Bluetooth headphones (last year HNPS ensured there are enough laptops for each student in Y3-6), new flagpole to hold 3 flags, consider shade cloth at quadrangle & play area

Mrs Sumpton to check whether can we use adapter at the laptop for wired headphones, therefore no need to purchase Bluetooth

Mrs Sumpton praised Melanie and her team great job for the Saturday Election Day event

Current contribution received to date:

- Band Fees \$30,000
- Uniform Shop \$30
- Parents to P&C \$55,000 (about the same as last year)

Balance so far after expenditure - \$42,388

#### 5. Cammi, Secretary updates

Confirming the next General Meeting timing and location. Asquith Girls' vice principal will be presenting their school in the meeting.

Mrs Sumpton suggested to check with Asquith Boys whether they will like to attend the same meeting too to present their school  
Cammi will email to all the attended attendance

Advertising missing roles in P&C. Attendance of the meeting requests to know more the job scope for the role.

#### 6. Rachel, Treasurer updates

Rachel updated P&C balance summary:

- Canteen doing well. But note food supply fees are high
- Uniform shop received \$12k
- Band is currently at average loss
- Election Day event Etpos income \$1116

Commonwealth Corporate Bank has updated new P&C office bearers of 2023

New updated bank cards are issued and all purchases will be back to normal on Monday

#### 7. Sarah, Canteen updates

Influx volunteers are good

Nice manual prepares by Lisa

Canteen received Green Label for recycling

Munch monitor can purchase munch monitor tag

Canteen review of paid staff:

- Georgina to work about 2 days
- Lisa to work about 3 days and hours increase to 25 hours (21 hours canteen, 4 hours administration)

Canteen presenting menu price review and changes to bread serve

Canteen suggests to remove water plastic bottles from canteen for reusable bottle or little cup.

Sarah to review with community whether agree to remove plastic bottles and to report how much sale in water plastic bottle

#### 8. Melanie, Uniform Shop updates

Currently there are \$240k worth of stock in the tiny shed of uniform shop

Melanie update that the prices of uniform has not gone up since 2018

Reviewing of different vendors and considering Ross Sport by the following:

- Bar codes
- Spotify which can create up to 5 accounts

- There will be sample set for quality control (quality will be reviewed eg. there should have pleats in the dress)
- For cancellation of supply, Ross Sport will require 12 months' notice
- Estimate transitions will take 12 to 18 months

To begin the consistency of upper years to use broadbrim hat, Y5 & 6 will be gifted the hat.

### 9. Cammi on behalf, Band updates

Rehearsals have begun with all ensembles together since Week 4 with 4 ensembles.

Currently 188 students enrolled.

Tubas are low in supply therefore students currently using euphonium and will replace once Tuba arrived

Two most senior ensembles are going audition for The Arts Unit music festivals. They have their workshop on last Sunday and recorded their audition

Planning of proposed July Band camp will start soon

Band key roles in the committee (President, Secretary & Treasurer) roles are filled but we are still seeking Instrument Coordinator and individual band coordinators

### 10. Adriana, Class Parent updates

Many classes still did not receive the QR code to join the class parent network

Adriana to work with Mrs Sumpton to ensure all class and students will receive the QR code

### 11. Melanie, Fundraising updates

Saturday Election BBQ has raised \$4300 in total. Cake stall beat the BBQ stall in Fundraising Disco event proposed 28 April with major sponsor from Belle:

- Currently we have 9 business sponsor sponsoring the class meeting point, we will require more
- Entertainer, DJ, Coffee Cart booked
- Volunteers still needed for sign in sign out and serving food & packing

Mothers' Day Stall will be held on 10 May, Wednesday before Mothers' Day:

- 15,000 gift purchased
- Each gift is still kept at \$5

### 12. Listed Motion

Motion: Nominating Lina Shang as Assistant Treasurer

Moved by: Cammi

Seconded by: Adriana

Result: Carried

Motion: Nominating Komal Vaghela as Co Secretary

Moved by: Adriana

Seconded by: Sarah

Result: Carried

Motion: Canteen staff hours from 21 hours to 25 hours for additional administration time

Moved by: Sarah

Seconded by: Melanie

Result: Carried

Motion: Review of menu in price increase, removal of white bread and introduce garlic bread

Moved by: Sarah

Seconded by: Ellen  
Result: Carried

Motion: Uniform shop to change supplier and new model  
Moved by: Melanie  
Seconded by: Adriana  
Result: Carried

Motion: With the Uniform Shop supply new model, to change Qkr @ \$77 to Spotify \$140  
Moved by: Saravanan  
Seconded by: Sarah  
Result: Carried

Motion: P&C gift Y5 & 6 students broadbrim hats  
Moved by: Adriana  
Seconded by: Melanie  
Result: Carried

Motion: Nominating Li-long Huang & Ta-kun Yu as Communication & Social Media  
Coordinator  
Moved by: Cammi  
Seconded by: Saravanan  
Result: Carried

Motion: Nominating Arpitha Simu as Band Coordinator  
Moved by: Cammi  
Seconded by: Sarah  
Result: Carried

Motion: Nominating Jillian Parkin as Vice President  
Moved by: Saravanan  
Seconded by: Adriana  
Result: Carried

Motion: To start reviewing the conductor's contracts, pay rates and superannuation  
Moved by: Cammi  
Seconded by: Melanie  
Result: Carried

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**Meeting closed:** 9:30pm

**Next meeting:** 8 May at 7:30pm

Signed by: Saravanan Ramadass (President)  
As a true and correct record of the meeting.

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Date: