



MUKINBUDIN DISTRICT HIGH SCHOOL P&C  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
MONDAY 8<sup>TH</sup> FEBRUARY 2021, SCHOOL LIBRARY

**1.0 Meeting Opened & Welcome:** 7.05pm

**Attendance:** Romina Nicoletti, Derick Cronje', Kerry Walker, Val Tilbrook, Linda Vernon, Bruce Gibson, Mathew Baltovich, Louise Sellenger, Amber Silinger (7.10pm), Brooke Sobejko (7.13pm), Jessica Collins, Natalie Roberts, Will Roberts, Suzi Sprigg, Christine Bowron, Marnie Underwood, Nancy Dease, Nicola Marquis.

**Apologies:** Zara English

Romina welcomed everyone in attendance, thanked everyone for coming and read out the objectives of the Association.

**2.0 Declarations of Interest:** Nil

**3.0 Previous Meeting Minutes**

Romina verbally recapped the previous meeting minutes of the AGM from 10<sup>th</sup> February 2020.

**Resolution**

That the Minutes of the P&C Annual General Meeting held on 10<sup>th</sup> February 2020 be confirmed as true and correct record of proceedings.

**Moved:** Val Tilbrook

**Seconded:** Nicola Marquis

**Carried** 16/0

**4.0 Business Arising:** Nil

**5.0 Presidents Report**

Romina tabled and verbally presented her Presidents report:

The P&C is here to promote the interests of the school through cooperation between parents, teachers, and members of our community, to assist in the provision of resources, facilities and amenities for the school and fostering of community interest in educational matters.

The P&C have stamped their fundraising mark on some new initiatives this year including taking on running the DrumMUSTER, establishing the Container Deposit Scheme in Mukinbudin with Donation and Bag Drop sheds with the support of the Shire of Mukinbudin and instead of a P&C Crop seeking Grain Pledges. All these fundraising projects are on-going, and we look forward to seeing these initiatives grow with parent and community support - raising much needed funds.

This year we have supported our kids and school by subsidising Mr Circus, an altered Countryweek, adapting existing water fountains and purchasing a new COVID safe water fountain, assisting with travel subsidies to enable In-Term Swimming Teachers to teach our kids to swim and supporting the Yr6 and Yr 12 graduations. We are also working on some longer-term projects to renovate and update the front garden which we are aiming to be ready for the school's centenary and have identified that the High School outside areas need a much-needed upgrades and some playground equipment. We look forward to working with the school to see these projects and more, come to fruition.

We are also very appreciative of the time people give to attending meetings and participating in discussions that are important in building the future of education and the experience your children have at Mukinbudin DHS and look forward to welcoming new faces from the school community to contributed to the P&C in 2021.

I would like to thank my sensational executive team this year consisting of:

Linda Vernon Secretary extraordinaire and social media guru.

Derick Cronje the ultimate professional Treasurer.

Kerry walker my VP who is always available to help with anything with massive smile on her face.

To all the committee and family members that have contributed to fundraising this year. Whether it was donations of salads, morning tea, chemical or drinks containers, grain or just your valuable time. It is all greatly appreciated by me and the P&C.

Once again, I would like to thank Mrs Val Tilbrook for all her efforts in running the canteen again this year. She was probably one of the most affected when COVID hit, being unable to operate her beloved canteen and interact with the kids, but thankfully things got back to a new normal.

It is also my duty to farewell staff that left at the end of 2020. I would like to thank Kate Johnson for all her efforts with our little people in the K-PP, Ade Whyte for contribution as Yr 1/2 Class Teacher and Jethro Sobejko as the Maths/Science/Deputy Principal for all your effort and wish them well in their future endeavours.

Thank you and have a great evening and bring on 2021.

## **6.0 Treasurers Report**

Derick tabled reports for the Annual Financial Year ending 31 December 2020.

- Suzi – asked if the cropping donations were included in these reports. Romina/Derick said no and explained that they had not sold any of the donated grain yet and the reasons for it.
- Val Tilbrook asked for clarification on the sales of the P&C Recipe Book.
- Derick made the point that the P&C were still expending more funds each year than income/fundraising being received.

### **Resolution**

That the Treasurer's report be accepted.

**Moved:** Derick Cronje

**Seconded:** Jessica Collins

**Carried** 16/0

## **7.0 Elections**

### **7.1 Election of Office Bearers**

Romina declared all positions vacant and asked Kerry Walker to run the nominations process for President.

#### **i President**

Val Tilbrook nominated Romina Nicoletti; Seconded Nicola Marquis - ACCEPTED.

With no other nominations Romina was elected unopposed.

Romina thanked the meeting and Kerry and then resumed the Election of Office Bearers.

ii Vice President

Louise Sellenger nominated Kerry Walker, seconded Amber Silinger – Accepted. With no other nominations Kerry was elected unopposed.

iii Secretary

Val Tilbrook nominated Linda Vernon, seconded Romina Nicoletti – Accepted. With no other nominations Linda was elected unopposed.

iv Treasurer

Suzi Sprigg nominated Derick Cronje', seconded Kerry Walker – Accepted. With no other nominations Linda was elected unopposed.

## 7.2 Executive Committee

The Association shall be managed when a General Meeting is not in session by the Executive Committee which shall have power to control and manage the affairs and finances of the Association but shall be responsible to the General Meeting. Where the Association represents a **small school** the Executive Committee shall comprise:

- i President;
- ii Vice-President;
- iii Honorary Secretary and Honorary Treasurer;
- iv Principal; and
- v Not less than two (2) other members. Nominations were received from:
  - Suzi Sprigg
  - Nicola Marquis
  - Natalie Roberts

All nominations were accepted.

## 7.3 Committees

i Catering Committee

Nominations were received and accepted from Romina Nicoletti, Nicola Marquis, Natalie Roberts.

**ACTION: Romina to ring Alison Nixon to check if she still wished to remain on the catering committee.**

ii Footy Tipping Coordinator

Brooke Sobejko volunteered to be the Coordinator again in 2021.

iii Ground Improvement Committee

Nominations were received and accepted from Christine Bowron, Andrew Sprigg, Nick Priest and Darren Marquis

## 7.4 Appointments

Bank Signatories to remain the same in Romina Nicoletti, Derick Cronje', Linda Vernon and Kerry Walker.

## 8.0 General Business

### Resolution

That the P&C Annual Financial commitments are ratified and endorsed as following:

- \$55 Donation to Muka Matters annually.
- Val Tilbrook paid honorarium (50% of canteen profits) annually.

- \$100 to St John Ambulance before Athletics Carnival.
- \$50 per child for Year 6 and Year 12 graduates Graduation event.
- Swimming teachers will be reimbursed 50% of course fee following a season of teaching.
- \$150 honorarium to be paid to swimming teachers travelling over 40km one way.
- \$30 per child for Pamela Humphries Dance or equivalent per year.
- \$150 per child for Year 5/6 camp (2021 - which is held every second year).
- \$100 per child for Countryweek.
- Support "Breakfast Club" by paying IGA account.

**Moved:** Derick Cronje

**Seconded:** Louise Sellenger

**Carried** 16/0

Key discussion points on the P&C Annual Financial commitments were:

- Linda Vernon raised her concerns about the "openness" of the Breakfast Club commitment, particular with Breakfast Club going from 3 days to 5 days a week in 2021 and costing the P&C nearly \$1,800 in 2020. Asked would consideration be given to having a set amount identified as the P&C contribution. Also noted that it would have been appropriate for the school to ask the P&C for continued support increasing from 3 days to 5 days.
- Derick voiced he was very happy for it to be open ended and supportive of the Breakfast Club program.
- Bruce advised that as Breakfast Club was a program jointly supported by Foodbank, P&C and the School and that on Monday and Fridays Breakfast Club would only consist of Weetabix and tinned fruit from Foodbank so did not anticipate the P&C contribution to significantly increase.
- Amber asked if the school still asked for donations for Breakfast Club. Bruce responded that no donations were asked for last year due to COVID. Amber suggested that a donation box be set up at IGA for donations to be received.
- Kerry asked if anyone could go in to IGA and pay an amount/donation off the P&C IGA Breakfast Club Account?
- Louise asked for confirmation of MDHS 2021 Student numbers to assist with budgeting and Bruce advised:
  - Whole School – 97 students
  - High School – 30 students
  - Yr 12 – 1 student
  - Year 5/6 – 16 students
 This equated to the ***P&C needing to raise approximately \$12,000 in funds for 2021*** to meet the Annual Financial Commitments.

**11.0 Meeting Closed:** 7.35pm

**12.0 Next Meeting:** 7<sup>th</sup> February 2022



# Profit and Loss

## Mukinbudin Parents & Citizens Association For the year ended 31 December 2020

	2020	2019
<b>Trading Income</b>		
Canteen Sales	4,227	6,776
Interest Income - Canteen	-	1
<b>Total Trading Income</b>	<b>4,227</b>	<b>6,777</b>
<b>Cost of Sales</b>		
Canteen Opening Stock	456	187
Canteen Stock Purchases	2,018	3,674
Canteen Direct Expenses	90	499
Canteen Staff	1,436	1,583
Canteen Closing Stock	(331)	(456)
<b>Total Cost of Sales</b>	<b>3,670</b>	<b>5,487</b>
<b>Gross Profit</b>	<b>557</b>	<b>1,290</b>
<b>Other Income</b>		
<b>Fundraising</b>		
Inferrera 40th Profit	2,683	-
Footy Tipping Profit	1,075	1,550
DrumMuster	708	-
Recipe Books Profit	80	45
Bicycle Tour	3,334	-
Containers 4 Change	1,609	-
General	58	-
Cropping Profit	-	5,292
Book Club Profit	-	-
Mango Profit	-	586
School Production DVDs Profit	-	1,781
<b>Total Fundraising</b>	<b>9,547</b>	<b>9,254</b>
Country Week Donations	-	1,683
Dividends	-	50
Donations	900	1,072
Interest Income - P & C	132	587
Members Fees	19	22
Reimbursements	300	-
<b>Total Other Income</b>	<b>10,898</b>	<b>12,667</b>
<b>Operating Expenses</b>		
Breakfast Club	1,773	1,030
Canteen Grant Expenses	-	536
Country Week Costs	1,900	3,000
Donations Made	6,071	22,682
Year 5/6 Market Stall	11	-

Profit and Loss

	2020	2019
Graduation Donations	650	-
Office Expenses	-	40
Printing & Stationery	26	-
Repairs and Maintenance	3,174	-
School Hats & Bags Net Stock	107	255
Subscriptions	477	590
Sundry Expenses	92	96
Travel - National	450	-
<b>Total Operating Expenses</b>	<b>14,731</b>	<b>28,228</b>
<b>Net Profit</b>	<b>(3,276)</b>	<b>(14,271)</b>