

Geelong West Kindergarten

Committee of Management

Annual General Meeting

Monday 27th February 2017.

In Attendance: Marisa Manganelli, Karen Pritchard, Lynda Mills, Emily van der Vlist, Robyn Drew, Ornella Di Rocco, Marilyn Adams, Carissa Miller, Ellie Clarkson, Linda Mulder, Lyndal Bayles, Lachie McColl, Nicola Wojcik, Lucy Bowles, Kathy Ryan, Sally Schauble, Michelle Dawson, Lisa Morris, Katie Rosani, Michelle Anderson, Lis McKay, Kara Wolff, Emily Schofield, Stacey and David Jeffreys, Mary-Ann Humphries, Candice Perus, Claire Roussac, Siobhan Pelc, Megan Hamilton, Gabby O'Bree, Fiona Cox, Kristen Battye, Kylee Clifford, Stephanie Broad, Kate Harbison, Sharee McKee, Amanda Brancati, Kirsten and Nathan George

Apologies: Andrea Dahlstrom, Julie MacGregor, Christine Noonan, Jackie Pankhurst, Tennille Welsh, Donna Schneider, Richard Flanders, Paul Posterino, Penny Butler, Hannah Bonnaddio, Shona Jenyns

Drinks and Nibbles commenced: 7pm

Meeting commenced: 7.40 pm

Presidents welcome: Lyndal Bayles

Welcome to new and existing families, thank you for coming.

Introduction of staff members: Carissa, Ornella, Lin, Marilyn, Lynda, Elie, Emily, Karen, Robyn, Marissa. Andrea and Julie were apologies.

Presidents Report: Lyndal Bayles (please see full report attached)

- The kindergarten sustained flood damage in early January. The damage was significant and the staff members rallied to minimise the rain damage and clean up the damage. Amazingly only five teaching days were lost.
- Not surprisingly, one of the biggest committee tasks for 2017, was liaising with insurers to organise repair work. This was coordinated and overseen by Lisa Morris. The kindergarten was repaired and back to normal for the start of term 2.
- The committee reviewed the roles of the Director and Administrator, in view of providing greater stability to the day to day management of the Kindergarten. This was coordinated by Lachie McColl and Lyndal Bayles. The outcome was additional hours for Carissa in administration and a re-distribution of Marisa's hours to provide her with more non-teaching time to undertake her Director/Educational Leader role.
- Vegetable boxes were planted – thank you to Lis and Stephen McKay.
- A new I Pad was provided through the receipt of an IT Grant through the Department, thank you to Sally Schauble.

- Offering additional places in our 4 year old program, created a new position for an Early Childhood Educator.

Thank you to all the GWK families for their contributions during 2016. Community Kindergartens would not survive without families that give up their time to support the kindergarten.

Thank you to outgoing committee members for their contributions to Geelong West Kindergarten; Lachie McColl, Nicola Wojcik, Lucy Bowles, Michelle Dawson, Christine Noonan, Michelle Anderson and Lisa Morris.

Thank you to all staff members for their ongoing excellence in providing our children with the best kindergarten ever.

Acceptance of minutes of previous AGM:

Accepted and approved by Michelle Dawson and Kathy Ryan

Directors reports: Marisa Manganelli (please see full report attached)

- Mission Statement **Where your child's love for life and learning is encouraged, nurtured and intrinsically instilled. We strive to create a strong sense of community, while creating a caring and respectful environment.**

The above is what we, staff and committee believe in and what we strive for each day. The first sentence is about your child... And fundamentally that is why we are here. To be ethical and respectful, to achieve child and adult balance, to recognise prior learning, to have a responsive and holistic approach, to nurture relationship and well-being, to promote equity for all children and uphold the children's right to contribute, to participate and PLAY.

The second sentence involves you, as parents, as part of our direct community. Your involvement is crucial at a community based kindergarten. Children learn by doing and by modelling the behaviours of the significant adults in their world. We can only teach children to be community minded by showing them how it's done. Active participation does require your time and your effort, but the rewards are priceless in the lessons you teach your child.

- Thank you to Committee of Management and thank you to the staff members who go above and beyond to ensure the smooth running of our kinder.

Treasurer report: Lachie McColl (please see full report attached)

The Geelong West Kindergarten Inc. recorded a surplus of \$19,024 for the year ended 31 December 2016 (\$4,801 in 2015).

The 4 year old program is partly funded by the DET (approx. \$3300 per child) and the remainder from parent term fees (\$330 per term). The 3 year old program is completely dependent on parent fees.

The surplus for 2016 increased from 2015 primarily due to the increase in DET funding and fewer building related projects. (2015: re-stumping and library fit out).

GWK was in a healthy financial position as at 31 December 2016 with a cash balance of approximately \$230,000. This cash position includes amount set aside for educator sick leave and long service leave.

The financial statements have been prepared on a cash basis and been audited by Stephen Wight, Davidsons Assurance Services Pty Ltd.

Thank you Carissa Miller for her support and assistance with the finances during the year.

FORMAL APPROVALS: (See reports attached)

Nicola Wojcik approves the financial statements for 31 December for 2016.

Davidsons approved as the ongoing auditor for the kindergarten finances.

Fundraising: Jackie Pankhurst unable to attend meeting: (See report attached)

Many events were held in 2016:

- Easter raffle and BBQ
- Heritage Meats sausage sizzle
- Olymp-o-thon
- Kinder photo's
- Toy Catalogue
- Christmas BBQ

Total fundraising from Committee driven events in 2016 was: \$6306.37

Election of the Committee for 2017:

Lachie McColl declared all positions open and called for nominations. The following nominations were received and accepted.

President: Kathy Ryan

Vice President: Lyndal Bayles

Secretary: Kara Wolff

Treasurer: Kristen Battye

Grants: Sally Schauble

Maintenance officer: Stacey Jeffreys

Quality Assessment: Mary Anne Humphries

Fundraising: Candice Perus, Claire Roussac

OH&S: Siobhan Pelc

Social Coordinator: Katie Rosani

Policy Review: Megan Hamilton

Admin Support and Uniforms: Gabby O'Bree

Enrolments Officer: Fiona Cox

General Committee Members:

Lis McKay, Emily Schofield, Sharee McKee, Kylee Clifford, Steph Broad, Amanda Brancati

Raffle Winner: Sally Schauble, Congratulations on winning a term's worth of fees!!

Meeting concluded: 8.40 pm
