



Baulkham Hills North Public School  
**Parents & Citizens Association**

## Minutes of BHNPS P&C Annual General Meeting 19 November 2019

Meeting Opened:	7.30pm
Meeting Closed:	8.00pm
Venue:	BHNPS Library
Meeting Chaired By:	Alison Mackey
Minutes Taken By:	Siobhan Saunders

### 1. WELCOME

Lead by P&C Vice President Alison Mackey

### 2. ATTENDEES

Alison Mackey\* (Vice President), Andrew Skillen, Belinda Howard, Beth Tamba, Candice Milsom\* (Vice President), David Hood, David Kim, Dionne White, Hei Jin Choi, Karen Isais\* (Treasurer), Kumari Singh, Mardi Clucas, Marie Quak, Melissa Przydacz, Mireia Garriga Seguranyes, Olivia Lee, Paola Gonzales, Paris Cordeaux, Siobhan Saunders\* (Secretary), Susan See, Mr Graham Holmes, Mrs Susan Taylor

\* P&C Executive Committee Member

Members Paid: Refer to membership book

### 3. APOLOGIES

Kris Heiler, Alex Philippe

### 4. PREVIOUS MINUTES

Approval of Minutes

**Motion:** Minutes from meeting dated 19/02/19 to be accepted.

Proposed: Alison Mackey

Seconded: Siobhan Saunders

No one against: Motion carried

Business carried forward from previous AGM

- No outstanding business from the 2018 AGM



# Baulkham Hills North Public School Parents & Citizens Association

## 5. 2019 P&C PRESIDENT ANNUAL REPORT

So much has been achieved this year! And a short year it is too – our AGM has been brought forward from February to November to allow plenty of time for planning the year ahead.

We have worked closely with the school executive to get through a huge amount of work this year. It has been a wonderful partnership led by our highly motivated Principal, Graham Holmes and Deputy Principals Sue Taylor and Claire Brett.

### Funds Raised

Election Day BBQ 1 - \$4,000  
Election Day BBQ 2 - \$5,000  
K-2 Athletics Day BBQ – \$1,300  
Colour Run - \$21,000  
Uniform Shop - \$20,000  
School Banking - \$1,500

This year the P&C decided all major funds raised would go towards playground upgrades. We are very excited to have donated all the funds to build the Seniors Intuitive Playspace, to the left of the hall. Building works are under way and should be completed before the end of the school year.

### Funds donated:

\$45,000 for the Seniors Intuitive Playspace  
\$45,000 Community Building Partnership Grant 2018 – for the Seniors Intuitive Playspace  
\$500 for World Teacher Day  
\$480 for Leadership camp

### Grant Applications

Thank you to Mel Pryzdacz for diligently applying for grants this year. Applications submitted and waiting for approval;  
Community Building Partnership Grant 2019  
Stronger Communities Program

### Uniform Shop

Thank you to Olivia Lee and her wonderful team of mothers who spend countless hours ordering and selling uniforms. This is a huge job with over \$200,000 worth of sales each year. It is a mammoth task!

### School Banking

Thank you to Paola Gonzalez and her fantastic group of parents who count money each Thursday morning. It is a constant, all year round P&C fundraiser.

### Colour Run

Special mention to Siobhan Saunders and Mardi Clucas for helping to coordinate our biggest fundraiser for the year. This was the first time we had tackled a Colour Run and everyone had a blast. We had over 50 parents volunteer on the day and they were led by the effervescent Courtenay Sherwood.



# Baulkham Hills North Public School Parents & Citizens Association

## Merit Selection Panels

We have had parent representatives on panels that have hired over 12 staff members this year from Deputy Principal to Assistant Principal to classroom teacher and librarian. Thank you to Candice Milsom, Charmaine Hetem, Paris Cordeaux, Andrew Skillen and David Hood for taking the time to be on these panels. We are very fortunate to have the opportunity to have a parent voice in who will be guiding our children.

## World Teacher Day

This year we decided to make this day extra special for our hardworking teachers and staff. We provided a morning tea in the staff room and a BBQ lunch in the grass quad under the Jacaranda tree. We also gifted the well deserving staff with some items for their staffroom. Thank you to Beth Tamba for helping to organise this fantastic day.

## Election Day BBQ's

What a way to kick off the year with two Election Day BBQ's and the K-2 Athletics Day BBQ following later in the year. It was an amazing result with a combined profit of \$9,000 going towards playground development. Special thank you to Paris Cordeaux for all your hard work behind the scenes.

## K-2 Athletics Day BBQ

The first year we have provided a BBQ at this carnival. It was very well received along with the cake stall.

## BBQ purchase

Because the BBQ's are so popular, it was time to upgrade our barbeque. Look out for our new baby at the carols!!! Thanks to Brett Clucas for your negotiating and flat pack skills!

## Road Safety

We have worked closely with the school executive and The Hills Shire Council to make the roads round our school safe.

Henry Street; re-painted, parking lane remarked, street lights replaced, tree at pedestrian crossing removed, and A PEDESTRIAN CROSSING SUPERVISOR!!!

Girralong Street; Kiss n drop repainted, signage moved, pavement trip hazards removed, afternoon pick up number system, Kiss n drop new rules flyer (in progress, school executive and The Hills Shire Council have given approval)

Buses; we are constantly in contact with our local member David Elliott, bus companies and Minister for Transport Andrew Constance about bus issues.

## Interrelate

Thank you to Candice Milsom from organizing this event. What a fun and enjoyable night! A potentially tricky subject made easy. Everyone was put at ease and comfortable to talk with their children and parents.

## Class Parent Representative

Thank you to Mardi Clucas for being the coordinator this year. With the new school communications in place, the role of the class parent rep was downsized to a social one for this year.



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**Anzac Day**

The P&C was honoured to be part of the ceremony on this special day.

**National Day of Action Against Bullying**

The school kindly asked the P&C to participate in this very important event.

**Literacy Lovers Day**

The P&C helped the school collect sales and bank money.

**Carols by Candlelight**

For the first time in over 6 years, we are bringing this family night back. Yet to happen, it will be filled with performances from our children, singalong songs, BBQ and food trucks, glow in dark items for sale and a wonderfully warm and fuzzy feeling!

Alison Mackey

P&C President



# Baulkham Hills North Public School Parents & Citizens Association

## 6. 2019 FINANCIAL STATEMENT

Our 2019 accounts have been audited by First Class Accounts Kellyville.

School Parents & Citizens Association  
**Statement of Income and Expenditure (Uniform Shop TBD)**  
for the Year Ending 30 September 2019

### Bank Account Balances as at 1 January 2019

Auxilliary Account	\$25,677.97
Build Fund Account	\$1,404.77
Uniform Shop	\$39,008.98
	<b>\$66,091.72</b>

### Income \$ 96,727.13

<i>Donations</i>	
Uniform shop donation to P&C	\$ -
<i>Fundraising</i>	
State Election BBQ	\$ 4,714.95
Federal Election	\$ 6,390.55
Colour Run	\$ 32,543.98
K-2 Athletics BBQ	\$ 1,343.50
School Banking Commission	\$ 1,485.00
<i>Miscellaneous</i>	
Membership fees	\$ 41.00
Literacy Lovers Day	\$ 5,482.15
Grant Funds	\$ 44,726.00

### Uniform shop

Sales	TBD
Bank interest	TBD
Commission earned	TBD

### Expenditure \$ 112,360.93

State Election BBQ Day	\$ 688.11
Federal Election BBQ Day	\$ 970.08
Book Week	\$ 5,482.15
Fees	\$ 246.00
Misc Member refunds	\$ 163.94
Insurance	\$ 2,989.00
<i>Donations to BHNPS</i>	
Colour Run	\$ 11,626.39
Leadership Camp sponsorship	\$ 480.00
Playground	\$ 89,715.26

### Uniform shop

Stock purchases	TBD
Flexischool fees	TBD
Bank fees	TBD
Internet	TBD
Stationery	TBD
Donation to P&C	TBD

### Bank Account Balances as at 30 September 2019

Auxilliary Account	\$10,044.17
Build Fund Account	\$1,404.77
Uniform Shop Account	\$70,240.32
	<b>\$81,689.26</b>



**7. IN CONCLUSION**

It has been a thoroughly enjoyable year! What a wonderful P&C Executive we are so lucky to have. We have had some hilarious Exec meetings. Special mention to Secretary Siobhan Saunders for her tireless efforts throughout the year, Vice President Kris Heiler who was involved in all events ensuring things always ran smoothly and Treasurer Karen Isais for her vigilance and managing her role brilliantly even after giving birth. We couldn't have done it without you!

Thank you to our parents at Baulkham Hills North Public School for your generosity of time and financial support. This has allowed for ideas to turn into reality, creating a wonderful community for our children to grow up in.

Best Wishes,  
 Alison Mackey  
 2019 BHNPS P&C President

**8. ELECTION OF 2020 OFFICE BEARERS**

Graham Holmes declared all positions vacant.

**President**

Graham Holmes called for nominations for the role of President.

Nomination	Nominated by	Seconded by

No nominations for president received. This will be carried over to the general meeting.

**Vice-President 1**

Graham Holmes called for nominations for the role of Vice -President.

Nomination	Nominated by	Seconded by
Alison Mackey	Siobhan Saunders	Paris Cordeaux

Graham Holmes declared Alison Mackey Vice-President for 2020.



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**Vice-President 2**

Graham Holmes called for nominations for the role of Vice -President.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Beth Tamba (declined)	Alison Mackey	Kumari Singh
Candice Milsom	Alison Mackey	Paris Cordeaux

Graham Holmes declared Candice Milsom Vice-President for 2020.

**Secretary**

Graham Holmes called for nominations for the role of secretary.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Siobhan Saunders	Melissa Przydacz	Beth Tamba

Graham Holmes declared Siobhan Saunders Secretary for 2020

**Treasurer**

Graham Holmes called for nominations for the role of treasurer.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Karen Isais	Alison Mackey	Paris Cordeaux

Graham Holmes declared Karen Isais Treasurer for 2020.

**Grants Coordinator**

Graham Holmes called for nominations for the role of Grants Coordinator.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Melissa Przydacz (declined)	Alison Mackey	Candice Milsom
Dionne White	Alison Mackey	Marie Quak

Graham Holmes declared Dionne White Grants Coordinator for 2020.



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**Uniform Shop Coordinator**

Graham Holmes called for nominations for the role of Uniform Shop Coordinator.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Olivia Lee	Siobhan Saunders	Hei Jin Choi

Graham Holmes declared Olivia Lee Uniform Shop Coordinator for 2020.

**School Banking Coordinator**

Graham Holmes called for nominations for the role of School Banking Coordinator.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Paola Gonzales	Alison Mackey	Candice Milsom

Graham Holmes declared Paola Gonzales School Banking Coordinator for 2020.

**General executive 1**

Graham Holmes called for nominations for the role of General Executive 1.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Paris Cordeaux	Alison Mackey	Siobhan Saunders

Graham Holmes declared Paris Cordeaux General Executive 1 for 2020.

**General executive 2**

Graham Holmes called for nominations for the role of General Executive 2.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Beth Tamba	Olivia Lee	Alison Mackey

Graham Holmes declared Beth Tamba General executive 2 for 2020.





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**General executive 3**

Graham Holmes called for nominations for the role of General Executive 3.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Mardi Clucas	Alison Mackey	Siobhan Saunders

Graham Holmes declared Mardi Clucas General executive 3 for 2020.

**General executive 4**

Graham Holmes called for nominations for the role of General Executive 4.

<b>Nomination</b>	<b>Nominated by</b>	<b>Seconded by</b>
Maria Quak (Declined)	Alison Mackey	Siobhan Saunders
David Hood	Alison Mackey	Siobhan Saunders

Graham Holmes declared David Hood General executive 4 for 2020.

Marie Quak volunteers to be the Class Parent Representative Coordinator for 2020



## 9. BANK SIGNATORIES

Change of signatories. The minutes reflect the appointed P&C Committee for 2020. This document notes the signatories as required by the bank.

Alison Mackey proposed a motion to change the signatories on the following P&C bank accounts:

- Common Wealth Bank P&C Building fund account BSB 062098 Account number 10046833
- Common Wealth Bank P&C Auxiliary account BSB 062279 Account number 10202599
- Westpac P&C Uniform shop account BSB 032-170 Account 26-5817

The following people must be signatories on the accounts listed above:

1. Alison Mackey (P&C Vice President)
2. Candice Milsom (P&C Vice President)
3. Karen Isais (P&C Treasurer)
4. Siobhan Saunders (P&C Secretary)

Any other signatories on the accounts must be removed

The motion was seconded by Candice Milsom. The motion was accepted and approved by everyone present. No one against: Motion carried.

***Meeting closed 8.00pm***