



St Peter's Primary School – Parents & Friends Committee

Annual General Meeting

Meeting Minutes - Tuesday 23rd November 2021

1. WELCOME: E Butler

Good evening, everyone, and thank you for attending this year's AGM.

In the spirit of consistency, I will aim to be short and sweet as time is precious.

We have a few formalities to cover – but we have kept the agenda nice and concise.

2. Attendance and Apologies

Please ensure you have signed the sheet going around (Attendance captured in School AGM Minutes)

Before we go to Agenda Item 3 – I need to ask everyone to take a minute to vote for the new P&F President – we have 2 candidates who have very kindly nominated for the role – they are Hugh Lyndon & Renee Bennett (please can I ask both parties to leave the room during the voting). If everyone can please make your selection on the forms provided and hand them to the school team so they can be counted and an announcement can be made at the end of the meeting.

3. AGM meeting minutes 2020 - Can I put forward the motion to accept the minutes from the 2020 Annual General Meeting –

Moved and Seconded: M Wittek & seconded J Southern

4. Reports – On to our reports

P & F President's Report: Emma Butler

After a very unpredictable 2020, we were fortunate that Government restrictions were lifted, and we had the opportunity to get things happening again

Picnic on the green – school community event was held in March 2021 – more than 500 people attended – big thank you to Renee Bennett for organising for the third year.

The Ride to 2 school Day went ahead for the fourth year– thank you Michelle Prior for organising this Active Transport event.

The **Mother's Day Stall held in May** was a huge success again (thank you to Michelle Carter for all of her help and time).

This year's School Disco was held on the 3 June – and 470 children attended – which is a record turnout – thank you to Jo and Heather for organising the event.



St Peter's Dads held a Bowling night in August, 'Camp out' in October and **the inaugural Golf Day** - which was a **huge success, and will now be held annually** – thank you to David for all of his time and hard work making these events possible, plus thank you to Matt Nettleton for his help organising the Golf Day.

We held the **Father's Day Breakfast in September and more than 400 Parents and children attended** – big thank you to David Fitzgerald and the school team for helping with this year's event due to low volunteer numbers.

More than 500 people attended the End of Year event on 11 November – and we had good fortune with the weather.

Netball, Basketball, Second-Hand Uniform shop, School Banking and Footy Tipping were able to resume as per normal – following COVID restrictions being lifted and with the dedication of our amazing Sub-Committee Volunteers – I would also like to extend a special thank you to Jo Oksanen and the School Banking Volunteers as this will be the last year for this activity – due to Comm Bank cancelling this activity within schools.

One more event left – Parents Event this Saturday at the Bayswater Bowling Club – I am sure it will be a fun-filled event and thank you to Kylie & Mel for making it possible.

We continued the online 'Sign up' process for Class Rep volunteers – thank you Amanda Cox for co-ordinating this – and, in addition from **feedback from Class Reps and the community** - we were able to change our approach to showing our gratitude to the teachers and school team – introducing a P&F funded morning tea on **World Teachers Day** – this annual event replaces the need for class reps to co-ordinate donations from parents for teachers' gifts and helps to make the volunteer role more enjoyable in the years ahead.

We Supported the following projects this year:

- **St Peter's 'True Inquiry' learning facility** in the old Gate Room.
- **Part funded new Audio System for the Parish.**
- Funded a storage facility, climbing equipment and additional resources/toys for the **Loose Parts program** – which benefits all children within the school.
- **We also conducted the first every P&F whole of Community Survey** – which will inform decision making around our activities and events in the years ahead. Which leads me to introducing Painted Dog, the research company who conducted our survey.
- **Over to Matthew** – thank you. (PAINTED DOG PRESENTATION)

Opportunities 2022

- It was exciting to see the results of the survey as it would appear the sentiment is overwhelmingly positive towards the majority of events and activities that have previously been delivered. However, it is great that going forward, the feedback received in the survey will allow the P&F Executive to make informed decisions when developing the 2022 events and activities schedule. It is rewarding knowing



the community's views have been heard and can be used in a positive, constructive manner to help shape the future of our P&F.

- Another opportunity is we have \$50,000 funding set aside to Support School development in 2022 – this will include children's learning resources & equipment
- The Class Rep Role has been streamlined – no longer required to collect funds from parents for gifts and, based on feedback, this should encourage more class rep volunteers
- **Due to low volunteer numbers in 2021** – we have the opportunity for P&F activities to be allocated by year groups (eg, Mother's Day Breakfast – Year 1, Father's Day Breakfast – Year 2 and so on), providing parents with one event to focus on helping with – and eliminating the need to volunteer for multiple activities throughout the year (if they are unable to)
- **Opportunity to introduce a Father's Day Stall** – keeping the spirit of equality going, based on the enjoyment the children experience at the Mother's Day Stall each year, this will be a welcome addition to the events and celebrations each year. It isn't about the item that is given, it's really the thought and experience the children have, selecting something for someone they love and the excitement they experience in 'giving a gift'.
- **We will continue to provide funding for Student Scholarships and Student Seminars** – with the school able to allocate these funds based on current educational requirements and in line with School Values – this includes the 'Cubs Program' which has been very successful in previous years.

Housekeeping

The 2021 P&F Executive Committee Members included

President: Emma Butler (Fourth Year)

Vice President: David Fitzgerald (Second Year)

Secretary: Amanda Cox (Third Year)

Treasurer: Magdalena Wittek (Fourth Year)

General Executive Member: Natasha Dowson (nominated for Nicole Gatsoulis) (First Year)

I would like to take this opportunity to thank all of you for your time and support over the last few years – you have been amazing to work with and have made the journey fun and entertaining – you are very special people – here is a small token of my appreciation

2022 P&F Executive Committee Members

President: TBC – we will announce the President at the end of the evening when votes have been counted (nominees Hugh Lyndon and Renee Bennett)

Vice President: Marieka Rendell

Secretary: TBC (Nominees Nerida Aitken & Suzanne Gallagher)

Treasurer: Henry Pelka

General Executive Member: Natasha Dowson

General Executive Member: TBA



Sub Committee Members 2021

Sub-committee members will be confirmed in preparation for the 2022 school year. Once confirmed, the details will be available on the P&F page on the school website.

Almost There

a. Treasurer's Report: M Wittek

Move to accept St Peter's P&F Budget 2021. Proposed E. Butler. By show of hands all in favour.

Accepted

Appointment of Auditor

The P&F Finances are audited every year and so therefore an auditor needs to be appointed at each AGM.

AWARDS

I would like to thank everyone who took the time to submit a nomination form for both awards this year.

Person of the Year

The winner of this year's Person of the Year Award' has been very generous with their time over the many years they have been part of the St Peter's Community, volunteering for many activities and events – however the reason for them receiving this award is for all of the dedication and time they have committed to the volunteer operated Netball Program.

They have been involved with this activity for many years and, more recently over the last two to three years, have taken the role as President – co-ordinating registrations, parent coaches, liaising with the Netball Association and even more importantly, they have helped the students at St Peter's to enjoy the sport, have fun, learn teamwork skills and make new friendships.

Laila Favas (Gizzarelli) - Congratulations and thank you - our community would not be the same without you.

On to Life Membership

This member of the community has donated their time for more than 5 years, and we would have been lost without her finance and organisational skills. Not only have they been on the Executive Committee, they have been involved with Coordinating the St Peter's Basketball Program – with is a volunteer run activity. I could talk for hours about all of the work they have done for our community – but instead I would like to announce Magda Wittek as a Life Member.

Thank you



- **General update**
- **Only one P&F meeting per term in 202a – Align with School Advisory Group Meetings**
- **Meeting dates will be available on school website shortly**
- **Class Rep ‘Sign up’ will commence first week of December**
- **Please volunteer in 2022 – one hour at one event makes a huge difference**

Announce the new P&F President & 2022 P&F Executive Committee Members

The votes have been counted and I am very pleased to announce the new committee members are as follows

2022 P&F Executive Committee Members

President: Renee Bennett

Vice President: Marieka Rendell

Secretary: Suzanne Gallagher

Treasurer: Henry Pelka

General Executive Member: Natasha Dowson

General Executive Member: Nerida Aitken

*Renee Bennett, Henry Pelka and Marieka Rendell, will become signatories for the existing bank accounts (Commonwealth & Bendigo). Emma & Magda will provide support until this process has been put in place) and handovers will occur for the President and Treasurer roles. **Action items.***

Congratulations to all the members of the Committee and thank you for nominating for these important roles.

I am mindful of time, so I would like to close by saying thank you to everyone who has supported me over the last four years, it has been an amazing experience and I am truly grateful for this opportunity.

I wish you and your families a very Merry Christmas and a Happy healthy and prosperous 2022.

Pina Hutcheson – Before we close the meeting, I would like to take the opportunity to thank all of the outgoing P&F Executive Committee members for their contribution to the school community, all their time and hard work, and I would also like to present Emma Butler with Life Membership.

CLOSE MEETING