Terrigal Public School Parents and Citizens Association

AGM Date: 17th March, 2014

Time: 7pm

Venue: Staff Room

Attendance: Yvette Schweiger, Tiffany Spokes, Sally Austin, Peter Atkinson, Leza Atkinson, Emma Dennis, Carolyne O’Brien, Sola Panopoulos (minutes), Belinda Tolman, Paul Beeston, Amanda Austin, Jeni Craig, Deslee James, Virginia Hunt, Antoinette MacGregor, Jo Way, Felicity Reeves, Michael Burgess, Toni Formby, Martin Howes, Ben Hogan, Emma Smith, Helen Green, Fleur Pirlet, Alison Read, Jenny Lane, Vicki Pope.

Meeting opened and all welcomed by Michael Burgess at 7.10pm

Apologies: Yvonne Powell, Sally Carr, Richard Harris, Rod Hutchinson, Janelle Honor, Richard O’Brien, Donna Evans. Special mention Melanie Pitcher and Helene Way intended on attending but were locked out of car park.

Acceptance of previous minutes: Motioned: Sally Austin Seconded: Jo Way

Acceptance of Treasurer’s report for 2013 presented by Emma Dennis. All round success, see financial report for details. Motioned: Jeni Craig, Seconded: Tiffany Spokes. All in favour.


Membership fee to remain at $1.00. Motioned: Peter Atkinson. Seconded: Jo Way

Michael Burgess discussed current P&C bank balance appears to be a large sum however most of the current funds have been committed to various projects around the school.

Election of Office Bearers

President: Yvette Schweiger nominated by Emma Dennis, Accepted by Yvette, Seconded by Caroline O’Brien. No other nominations.


Treasurer: Emma Dennis nominated by Sally Austin, Seconded by Jo Way.

Secretary: Sally Carr nominated by herself, Seconded by Yvette Schweiger.
Chair of Canteen Subcommittee: Virginia Hunt nominated by Antoinette Young, Seconded by Jo Way.

Chair of Uniform Subcommittee: Tiffany Spokes nominated by Belinda Tolman, Seconded by Sola Panopoulos.

Master plan Subcommittee: Chaired by the School no nomination required. Three parent representatives to be nominated. Belinda Tolman nominated by Yvette Schweiger, declined. Peter Atkinson nominated by Belinda Tolman, Leza Atkinson nominated by Peter Atkinson, Sally Austin nominated by Emma Dennis.

Terrigal Representative to Regional P&C: Amanda Austin nominated by Emma Dennis, declined. Declared vacant for the moment.

Auditors motioned by Emma Dennis, Seconded by Amanda Austin.

Meeting closed at 7.40pm
General Meeting 17th March, 2014. Follow on from AGM

Attendance: Yvette Schweiger, Tiffany Spokes, Sally Austin, Peter Atkinson, Leza Atkinson, Emma Dennis, Carolyne O’Brien, Sola Panopoulos (minutes), Belinda Tolman, Paul Beeston, Amanda Austin, Jeni Craig, Deslee James, Virginia Hunt, Antoinette MacGregor, Jo Way, Felicity Reeves, Michael Burgess, Toni Formby, Martin Howes, Ben Hogan, Emma Smith, Helen Green, Fleur Pirlet, Alison Read, Jenny Lane, Vicki Pope.

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Sally Austin to create roster with names of volunteers to bring nibbles.

Previous minutes motioned by Peter Atkinson, Seconded by Belinda Tolman.

Principal Report: Teachers currently undergoing CPR training. Qualified arborist has been checking trees around the school to ensure they are safe, the result is some trees or branches will be removed. B’day cake policy: Parents can now opt in or out of B’day celebrations. A note will be filled out by parents at the beginning of each year. Some further discussion re: Christmas celebrations, this will not be changed. Motioned by Michael Burgess, Seconded by Yvette Schweiger, All in favour. Proposal to change Sportsperson of the year to a student from year 6 only. Motioned by Sally Austin, Seconded by Virginia Hunt. There is still some funding available to pay for a Chaplain Service to the school, a lady has been appointed as School Chaplain and is yet to start this role.

Minutes for Master plan presented by Leza Atkinson. Some very exciting contacts made through NSW Tafe and Sydney University. Larissa is looking at grants for the project. After much discussion regarding part payments for different stages of the project, it was agreed to provide a lump sum of $10,000 to be passed onto the committee. Motioned Felicity, Seconded Martin Howes. Further points: how to get the information regarding the Master plan out into the school community. One possible way is to send the Master plan details out to Parent Reps to pass onto the parents. Discussed using Working Bee forms where parents can nominate a one hour timeslot so they do not feel obligated to work the entire day.

Treasurer Report presented by Emma Dennis. The refurbishment of the Uniform Shop has been moved out of the Uniform Shop finances and into school donations. $8729 has been spent on Master plan so far. List of fundraisers for the year was read out, and an estimate of $40,000 to be made in profit this coming year. Moved to be accepted by Emma Dennis.

Uniform Shop Report presented by Tiffany Spokes. A personal thankyou to all members of the subcommittee. Pilling of summer dresses has been addressed by supplier and they will accept all returns at no cost to parents. An open meeting regarding price review and profit margin will be held soon TBA. Point raised by Michael Burgess: Is the Uniform Shop focused on profit making or providing a service? Emma Dennis’ response explained how the Shop was focused on providing quality garments to the school community whilst fundraising for the school; justified by the fact that not all parents pay the voluntary contribution. Amanda Austin mentioned the Uniform Shop should make a modest profit.
Parent Representative Update presented by Helen Green. As per submitted report.

General Business: Calendar fundraiser to happen again this year with diaries as an option.

Four volunteers required for Bunnings BBQ on April 10th. Yvette to email a reminder.

Jo Way suggested providing an Easter Raffle prize for each class.

Easter Hat Parade needs volunteers for the BBQ April 11th.

Trivia Night fundraiser presented by Emma. At Breakers Country Club at no cost for the room. Date selected to be June Friday 13th. All agreed it could make a great theme for the night.

Proposed movie night at Avoca Theatre by Paul Beeston rolled over to next meeting.

Mother’s Day breakfast: Richard O’Brien and Rod Hutchinson who were both absent.

Andrew Patch to talk about coffee mornings but absent so rolled over to next meeting.

Martin Howes presented Outdoor Movie Night to be held on May 1st. All in favour.

Belinda Tolman enquired if the parents would receive information on Voluntary Contribution. Notes will be sent home soon.

Sally Austin presented Christmas Raffle. An end of year cash raffle that will need someone to attend school to collect the money and bank it.

Meeting closed at 9.40pm