



Notice is hereby given that the
ANNUAL GENERAL MEETING of
Artarmon Public School Parents and Citizens' Association
will take place at
7pm on WEDNESDAY 26th FEBRUARY 2020
at
Artarmon Public School Hall

AGENDA

- 1. Apologies**
- 2. Confirmation of the minutes of the previous Annual Meeting held on the 27th February 2019**
- 3. Presentation of the President's Annual Report**

Wow what an absolute fantastic year!

My first and last year as the P&C President has been extremely rewarding as I immersed myself in the running of our P&C. Our P&C has moved towards focusing on the children and building stronger connections with our parents/carers and teachers, and diversification of the P&C members. We started to see some new faces and a tremendous increase in engagement and attendance from parents/carers.

Updates

[3 year P&C strategy](#) – We have a 3 year strategy with a clear focus on our children, mental health and toilet refresh

[Point of Sale \(POS\) system](#) – We have Point of Sale (POS) system integrated back to our bank account. This type of set up will be a huge benefit in regard to reporting and transparency of funds raised within the P&C

[Artarmon P&C Logo](#) – We finally have a logo selected by our P&C members

[P&C membership](#) – Our P&C membership has tripled within 1 year and we now have over 50 members

[New Playground equipment](#) – With the support from Artarmon Public School and \$70,000 contribution from a successful My Community Grant application we have 3 new pieces of playground equipment

Westpac Accounts – Up to date banking authorisation

Connecting with Teachers – We worked towards creating a solid relationship with teachers and would hope communication between parents/carers continues to grow over the coming year

Fundraising – A massive year as the Fundraising Committee raised above and beyond the forecasted fundraising budget

Toilet Refresh – Thank you to Ming Lang and Gregory Buscemi for supporting our P&C as we look to build more inviting toilets over the coming years

A huge thank you goes to Malvina Crastin for her endless support throughout the year and also to Anna Mo and Roberta Peres for the weeks spent preparing our financials, submitting audit reports, updating banking authorisations and updating our charity status.

I would like to thank our Artarmon executive who prepare reports on the progress of the school, issues that the school faces, a rundown of the extracurricular activities, tours, awards, philosophy of the leadership, build projects and numerous other items.

I would like to officially thank our 2019 Executive/Office Bearers and our General Committee as without your time and efforts, our P&C would cease to exist and would mean the end of valuable services like Music, supporting school Canteen, our Second Hand Uniform Shop and the Fundraising events throughout the year.

You may be aware that 2019 sees the retirement of some of the long serving P&C committee members. I am confident that new people will be found to keep the P&C being a useful and effective part of the Artarmon community.

Finally, a huge shout out also goes to our committee members and everyone that has volunteered throughout the year as our events cannot happen without you all, so THANK YOU!!

And remember it's about our children!

Best wishes

Bogdan Grubisic

President's Report

4. Presentation of the Treasurers report

Artarmon P&C – Treasurers Report Dec 2019 (head P&C fund only and for Transactions up to 31

ARTARMON PARENTS' AND CITIZENS' FINANCES (unaudited)		
Annual Summary and Budget analysis	DRAFT BUDGET	YTD 31 Dec 2019
	2019	(Reconciled Transactions Only)
CONTRIBUTIONS AND REVENUE		
Fundraising	30,000	73,514
<i>Springfair 2018</i>		3,107
<i>State Election CakeStall + BBQ</i>		3,746
<i>End of Term1 Sausage Sizzle</i>		1,659
<i>End of Term2 Sausage Sizzle</i>		1,972
<i>End of Term3 Sausage Sizzle</i>		1,776
<i>Federal Election CakeStall + BBQ</i>		4,466
<i>Movie Night</i>		3,890
<i>Trivia Night</i>		10,086
<i>Multicultural Fair 2019</i>		30,442
<i>Carols Night</i>		10,272
<i>Entertainment Book Sales</i>		714
<i>Second Hand Uniform Sale</i>		1,384
Sponsorship	-	3,700
Year 6 Jerseys	15,000	10,888
Bank Interest	1,000	264
Grants received	-	-
Uniform Shop	20,000	19,788
Other Income	20,000	153
	86,000	108,306
EXPENSES		
Outgoings and other expenses		
Fundraising	(15,000)	(18,923)
<i>Springfair 2018</i>		-
<i>State Election CakeStall + BBQ</i>		(1,207)
<i>End of Term1 Sausage Sizzle</i>		(58)
<i>Other Fundraising Cost</i>		(164)
<i>Federal Election CakeStall + BBQ</i>		(1,064)
<i>Movie Night</i>		(1,174)
<i>Trivia Night</i>		(2,403)
<i>Multicultural Fair 2019</i>		(12,103)
<i>Carols Night</i>		(751)
Year 6 Jerseys	(15,000)	(10,829)
	(30,000)	(29,752)
AP&C Administration		
Affiliation Fees and Insurance	(3,800)	(1,250)
Bank Fees & Auditor Fees	(3,000)	(3,131)
Merchant card charges & adjust	-	-
Bookkeeper	(2,000)	(2,501)
Insurance	-	(3,778)
Insurance - Workers Comp reimburse	-	3,778
Website	-	(260)
PAYG, super (Net of transfer from Sub'Com)	-	-
Subscriptions	-	(753)
General expenses, VC newsletter printing	(1,000)	(1,013)
	(9,800)	(8,907)
Contribution to Artarmon Public School		
UR Strong	-	(1,750)
P&C Sponsored Teachers' Breakfast	-	(800)
	-	(2,550)
AP&C Subcommittee allocations		
Strings	-	-
Band	-	-
Gardening	(1,000)	(2,242)
Sustainability	(1,500)	(541)
Year 6 Farewell	(3,000)	(806)
Traffic	-	-
English classes	-	-
Multicultural	-	-
	(5,500)	(3,589)
TOTAL OUTGOINGS	(45,300)	(44,798)
NET SUPLUS / (DEFICIT)	40,700	63,508

December

Main points to note

- Across all fundraising activities year to date (being the state and federal election BBQs, End of Term 1, Term 2 and Term 3 sausage sizzles, Trivia Night, Movie Night, the Second Hand

Uniform Sale, Entertainment Book sales, Spring Multicultural Fair and Carols Night), we made total profit of approx. \$58,000

- The above amount includes the \$3,7200 in donations from local businesses (Artarmon Village, CBA and Artarmon Dentist) as well as an Artarmon PS parent
- Thank you to the massive effort by the fundraising team this year as well as those who supported the Entertainment Book drive, the Second Hand Uniform sales and the End of Term Sausage sizzles.
- Year to date, the net profit for the head P&C fund is \$63,508
- Note there are some expenses that were transacted after 31 December that were incurred during the 2019 year such as bookkeeping costs, Workers Comp insurance refunds, and the year 6 farewell expenditure. These amount to approximately \$4,000 which will reduce the total profit over the course of the year to approximately \$59,000.
- The 2019 audit is now underway as well.
- Also thank you Verina Young for all her support as Assistant treasurer for the last few years!
- Lastly, we are looking for a treasurer and assistant treasurer for 2020. Please volunteer your time if you can. I will be around to lend a helping hand and to ensure a smooth transition.

5. Presentation of Principal's report.

Welcome back everyone to a year that will be full of challenges.

The staff would like to express their thanks to Bogdan Grubisic for his support of the students but also his recognition of the work that they do for children.

Thanks to Jackie Sternfield and Tiffany Fraser for their mighty efforts in 2019. It was a big year for them and they were always positive about what they were doing.

Classes for 2020 have been formed and our Parent/Teacher Interviews were very successful.

New Staff to the school are – Mr Harrison Crook, Ms Jessica Coughlan and Ms Margaret Thai. We know they will find the Artarmon community welcoming and supportive.

Life Education – We are very fortunate to have booked the Life Education Van for next term. All students will be participating and the cost will be in next term's invoice.

Most of our children will not have seen Healthy Harold before so it will be a great experience for them

URStrong Parent Workshop will be held this term . It was very successful last year so keep an eye out for the information. Save The Date : Wednesday 1 April.

The AGM this week is an important part of the P&C year and we look forward to welcoming our new Executive into the role.

Presentation of the Subcommittee reports

- a. Uniform - no report tabled.
- b. Canteen - no report tabled.

c. Social and Fundraising

The Christmas carols made a profit of \$2609.47. We sold out of everything on the night as it was a great turnout.

For the year we made a profit of around \$47,000.

I have held a meeting late last year with the new year 3 parents and we had around 20 turn up. We have had someone interested in taking over but will need help with it as well but we have a good base group to start.

We have set a date for our final fundraising for our time running it and it will be held on Sunday 22nd March during the day. It is called The Artarmon Race and it will be solving clues, a scavenger hunt and ending with a bbq picnic back at the school grounds.

We are including the new team with our organising from now so they know how to access emails, dropbox, insure the event, use the ticketing sites and also credit card payments.

- d. Band - no report tabled
- e. Strings - no report tabled
- f. Gardening - no report tabled
- g. Sustainability - no report tabled
- h. Traffic - no report tabled

i. Website Committee Report

Once the 2020 P&C committee members have been elected and are in place, we will begin a review of all content and the layout of the P&C section of the school's website (<https://artarmon-p.schools.nsw.gov.au/parents-and-citizens>).

This review will be in conjunction with the subcommittees: Band, Canteen, Gardening, Multicultural, Social and Fundraising, Strings, Sustainability, Traffic and the Uniform Shop - to remove any out of date content and to include any new information / upcoming events.

P&C Email Accounts

Early in 2019, our email support moved all artarmonpandc.org.au email accounts to Gmail as the email front end/client. All email history was also moved over to the new Gmail accounts.

Emails are still sent to and from the artarmonpandc.org.au accounts and logins remain the same, just via Gmail.

P&C Website

At the end of 2018, the school moved to hosting the school's website, including the P&C section, through the Schoolzine application.

Access to edit the P&C section of the school's website was set up for the Website Committee. Content has been reviewed and updated in the P&C section and this content review will continue next year with new and existing P&C Committee members.

If anyone has any comments or suggestions regarding the website, please email: webadmin@artarmonpandc.org.au.

Jane Absolum

Website Committee

- 6. Election of Officer Bearers**
- 7. Appointment of Auditor**
- 8. Fixing of Annual Subscription**

Malvina Crastin

Secretary

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