

# Elmwood Normal School Community Association (ENSCA)

## Minutes of meeting held 9:00am, Thursday 21 September 2017

1. **Present:** Sandra Johnston, Bridget Eastgate, Kelly Snoep, Rebecca Taylor, Pip Singleton, Tara Lemon, Caroline Eyre-Walker, Jonelle Quane
2. **Apologies:** Nicola Brownlee, Jo Wynn-Harris, Steph Burdon, Mandy Hinton, Paul Armitage, Rachel Teen
3. **Minutes** of the meeting held on Thursday 24 August 2017 were previously distributed.

Follow-up on Action Points:

- Tara provided information to the committee regarding Ezlunch – see item 9
- Bridget and Jo holding off investigating hotdog in bun suggestion until lunch options are sorted.
- Louise will organise someone to run the Entertainment Books next year.

**Motion:** “That the Minutes of the meeting held on Thursday 24 August 2017 are accepted”.

**Moved:** Bridget Eastgate

**Seconded:** Rebecca Taylor

#### 4. **Correspondence in and out**

NIL

#### 5. **Treasurers Report:**

Nicola provided the accounts for last month:

**Opening Balance:** \$39,398.00

\$4,000.00 received last month from further calendar orders in the last week.

Entertainment books raised \$1,153.00. A quote to purchase three new I-pads was received for \$1,305.00. Discussions were held by the committee and it was agreed ENSCA will top up to the full purchase cost.

**Motion:** “ENSCA will pay the full costs for purchasing three new I-pads for ENS.”

**Moved:** Bridget Eastgate

**Seconded:** Rebecca Taylor

Outgoings last month consisted of a float for the Art Auction and other associated auction expenses. Usual movement in the accounts with money paid out for uniforms and sushi.

**Motion:** "That the financial statements for the month of 25<sup>th</sup> August to 21 September 2017 are ratified and all accounts approved for payment."

**Moved:** Bridget Eastgate

**Seconded:** Pip Singleton

## **6. Principal's Update**

On behalf of Paul Armitage, Sandra Johnston expressed her thanks to ENSCA for all the hard work put into Grandparents Day. It was a far bigger turnout than first thought, but very successful. All the support and help from ENSCA made it achievable. An estimated three hundred or so attended.

During the event the Auditorium kitchen was found to be in need of maintenance. The dishwasher was not working properly, the hot water tap takes too long to heat and a power socket was not working. It could benefit from an injection of funds. The kitchen was found to be a bit grubby too.

It was suggested that the auditorium toilets could be more children friendly i.e. currently there is no soap dispenser in the disabled toilet and the toilet paper is hard to access for little hands.

Sandra Johnston will bring this all to Paul's attention.

## **7. Art Auction**

Rebecca Taylor confirmed everything is heading in the right direction for tomorrow night's event. Ninety tickets have been sold so far and she is confident by tomorrow ticket sales will have reached one hundred. Catalogues arrived yesterday showcasing the art for sale and ENSCA will make a small profit on each one sold. Sale price is \$10.00 each.

## **8. Calendar / Card Fundraising**

Ordering has now closed. Sales reached \$10,000.00 in the end with late orders coming in and now on par with last year.

## **9. Subway Lunches/Ezlunches**

Tara Lemon advised she worked as a nutritional consultant for Ezlunch and knows of other schools that have implemented it successfully. Tara provided the committee with a sample lunch menu from New World, Northwood. 10% commission goes to the supplier and then the school can add on additional percentages to make their own margin. Lunches come all pre-labeled with student's name and classroom. Distribution is unclear from thereon.

Business Manager, Tori Burbery, is happy to come and have a chat and speak to Nicola about details. Suggestions were to run it on a Monday and Thursday with a set menu. We will need to promote it within the school to gather interest.

**AP** Tara Lemon to provide contact details re Ezlunch.

#### **10. Sausage Sizzle for Junior Athletics**

It was agreed that we would trial sharing responsibility by house colours for the running of the sausage sizzles. It will be first implemented at the Junior Athletics on Tuesday, 31 October. Year 4 parents will be asked to help out.

#### **11. Upcoming Events**

- a) Art Auction – this Friday
- b) End of Term Sausage Sizzle – next Tuesday
- c) Family Fun Day

The ENS Council needs to initiate and come up with a date to hold this year's Family Fun Day. Bridget advised that Term 4 is only 9 weeks long and with school camps and Show Day in-between time is tight.

- d) End of Term Staff Thank You Morning Tea

Will be held Thursday 28<sup>th</sup> September. **AP** Kelly Snoep will send an email to classes looking for volunteers.

#### **12. Any other business**

- a) End of Term Class Rep Café Voucher Draw

Keryn O'Donnell's class rep in Room 4 wins a café voucher.

- b) Pool Keys

**AP** Jonelle Quane to discuss with Paul. Will get an update for next meeting.

Meeting closed at 9.34 am.

Next meeting is to be held **19th October 2017** at 9:00 am in the staffroom.