

Elmwood Normal School Community Association (ENSCA)

Minutes of meeting held 7.00pm, Wednesday 21st March 2018

- 1. Present:** Bridget Eastgate, Louise Parnham, Maxine Douch, Paul Armitage, Nicola Brownlee, Rebecca Taylor, Kelly Snoep, Michelle Moore, Kate Brown, Greta Simpson
- 2. Apologies:** Daneen Morgan, Joanna Wyn-Harris, Lisa Cottingham, Jonelle Quane, Natasha Lamont, Rachel Teen, Katie Parish, Justine Doyle
- 3. Minutes** of the meeting held on Thursday 15 February 2018 were previously distributed. An amendment has since been made to correct the pool key sales figure.

Motion: "That the Minutes of the meeting held on Thursday 15 February 2018 are accepted as amended".

Moved: Louise Parnham

Seconded: Nicola Brownlee

4. Correspondence In and Out

NIL

5. Treasurers Report:

Nicola Brownlee advised:

Opening Balance: \$38,000.00

Nicola advised that from 1 January 2018 to date there was \$760.00 worth of second hand uniform sales; \$14,000.00 from uniform shop sales; and \$452.00 from sushi lunches.

\$7,900.00 of uniform stock is being purchased for the next two terms.

The accounts show \$6,000.00 donated to ENS. There is also a list of pending payments to go out once the bank signatories are sorted out.

Motion: "That the financial statements for the months from 1 January 2018 to 21 March 2018 are ratified and all accounts approved for payment."

Moved: Nicola Brownlee

Seconded: Louise Parnham

6. Principal's Update

Paul Armitage advised the committee that the school pool has had such a good amount of use this year with the warmer weather and the school is very fortunate to have it. They have gone through a mountain of chlorine.

Paul advised that he has looked into the swimming pool changing rooms. The school is going to put in rubber mats on the floor around the seating areas that can be hosed down at the end of the day.

The Formica walls are getting a steam clean and Paul is looking into the skylights being replaced to let more natural light in.

Another option he is looking into was Terraflake paint on the floors to freshen the over all look of the changing rooms up as it is also waterproof and slip resistant.

It was proposed that vinyl decals could be an option for decorating the changing room walls. **AP** Kelly Snoep to email Paul details.

Paul informed the committee that the school has just finished the process of re-alignment of its IT equipment. There is in excess of four hundred devices across the school. Classrooms are now mostly operating one to one now with devices. Forty more Chromebooks have been purchased by the BoT and they are now looking at the upgrading of i-pads.

The older i-pads will still be used for less complex apps in the junior school.

\$12,000.00 worth of data projectors and sound systems are being upgraded over the holidays.

Paul is still working on the landscape plan. He is hoping to have stage one started during the Term 1 school holidays.

7. Future Meeting Dates/Times

Meetings dates have been discussed and Kelly to email meeting dates out to committee.

8. ENSCA Breakfast

Natasha Lamont put her apologies in for missing this meeting but advised that the breakfast is still in front of mind for her and she is thinking of doing it in October.

9. Amazing Race

Louise advised there are amazing prizes that have kindly been donated. Elmwood Biz network has offered up three prizes and there are more prizes than entries at this stage. Judging should be shorter this year as there are less quiz questions. Aiming to wrap up by lunchtime with a sausage sizzle at 12.30 pm.

Louise will talk to Jo in reception about putting the poster up on Facebook to drum up more interest.

10. Class Reps/Drinks

Class Rep Drinks have been booked at No.4 Mansfield (Library) for Tuesday 27th March 2018 at 7.00pm.

11. Any Other Business

Bank Signatories

Nicola advised that there are quite a few names that are to come off the bank accounts as signatories.

Motion: “Remove Anna M Treder as a bank signatory from the following Elmwood Normal School Community Association bank accounts:

- Westpac 1707-0030734-000
- Westpac 1707-0030734-001
- Westpac 1707-0030734-002
- Westpac 1707-0058075-000

Remove Deborah J K Vaughan as a bank signatory from the following Elmwood Normal School Community Association bank accounts:

- Westpac 1707-0030734-000
- Westpac 1707-0030734-001
- Westpac 1707-0030734-002
- Westpac 1707-0058075-000

Remove Megan J Feller as a bank signatory from the following Elmwood Normal School Community Association bank accounts:

- Westpac 1707-0030734-000
- Westpac 1707-0030734-001
- Westpac 1707-0030734-002
- Westpac 1707-0058075-000
- Westpac 1707-0091860-000

Remove Linda M Gibb as a bank signatory from the following Elmwood Normal School Community Association bank account:

- Westpac 1707-0091860-000

Remove Michelle A Tait as a bank signatory from the following Elmwood Normal School Community Association bank account:

- Westpac 1707-0058075-000

Remove Phillipa E Singleton as a bank signatory from the following Elmwood Normal School Community Association bank account:

- Westpac 1707-0058075-000

Remove from Elmwood Normal School Community Association on-line banking the following persons:

- Michelle A Tait
- Deborah J K Vaughan
- Phillipa E Singleton
- Anna M Treder

Close Elmwood Normal School Community Association bank account:

- Westpac 1707-0091860-000

Moved: Nicola Brownlee

Seconded: Rachel Teen

Kapa Haka Uniforms

Kapa Haka are singing at the cultural festival at Horncastle Arena in September. Quotes are needed for the cost of ordering more uniforms so Bridget can go fishing for grants.

ENSCA Thank You Cards

Permission has been obtained for the Elmwood crest artwork that was purchased at last year's Art Auction to be used as an image for proposed ENSCA thank you cards. Louise will get quotes for one hundred cards. Paul advised Louise to have a talk with Vicki who has contacts at CQ.

ENSCA email address is now being used and will be up and running for the Amazing Race.

Meeting closed at 7.55 pm.

Next meeting will be held on **Wednesday 16th May at 7.00 pm** in the staffroom.