

Lennox Head Community Pre-school

Meeting 25th July 2019

Meeting open: 7:10pm

Acknowledgement of Country

Present: Jannette Leonard, Ros Orlanno, Tara Leonard, Georgie Davis, Karen Atterby, Sarah Scott, Rikki Sussman, Leah Miles

Apologies: Megan Spyker, Leisel Jeffers, Caroline Ibell

Minutes of the previous Meeting

Accepted: Georgina Davis

Seconded: Rikki Sussman

Business arising

- Investigate Bunnings sponsorship for Fire and First Aid training in 2020.
- Consensus that the Fire Training is worth repeating.

Accept: Karen Atterby Seconded: Sarah Scott

Correspondence In/Out:

- DEC Notice of Assessment and Rating between 19 August – 8 November 2019. Service will receive five day's notice.
- Two quotes for new preschool build, waiting on one more.

Accepted: Leah Miles

Seconded: Rikki Sussman

Treasurer's Report: (see attached)

From reviewing the financial reports and to the best of our knowledge the organisation is trading solvent.

- New format for budget vs actual – thanks Tara
- Term Deposit to mature 27 July 2019. Decision to renew term deposit and for interest to be placed in building maintenance.

Accepted: Rikki Sussman

Seconded: Leah Miles

Service report: (see attached)

- Tara and Jannette met with the architect. Issue with placement of build.
- From 1 August 2019, calls to people on waiting list will begin.
- How to transition parents and children in betterOrientation:
 - o Transition into preschool – goal setting. Either on 'what about me' sheet or 1:1 meetings.
 - o Orientation week before Term 1

Accepted: Georgina Davis

Seconded: Karen Atterby

General Business:

- Term Deposit decision made to renew term deposit.
- National Quality Standard 2 Sarah Scott gave feedback.

Meeting closed: 8:15pm

Next Meeting: 15 August 2019

President Signature: _____

Secretary signature _____