

**Lennox Head Community Pre-school
Meeting 19/9/2019**

Meeting to start: 7.07pm

Present: Georgina Davis; Karen Atterby; Caroline Ibell; Rikki Sussmann; Jannette Leonard; Liesel Jeffers; Megan Spyker; Rachna Stinson

Apologies: Ros Orlanno; Tara Leonard; Sarah Scott

Acknowledgement of Country - Jannette Leonard

Minutes of the previous Meeting (Attached)

Accepted: Karen Atterby Seconded: Caroline Ibell

Business arising: Nil

Accepted: Rachna Stinson Seconded: Leah Miles

Correspondence In/Out (Attached)

Accepted: Rikki Sussman Seconded: Megan Spyker

Treasurer's Report (Attached)

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

Accepted: Megan Spkyer Seconded: Karen Atterby

Service Report (Attached)

- Special mention to Ros and the support she is providing the preschool especially around the new build!
- Visiting Road Safety Officer: suggestion made that school move bike rack and exit for school for bikes through Williams Reserve and no parking the whole way down Mackney Lane

Accepted: Karen Atterby Seconded: Rachna Stinson


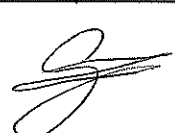
General Business:

- SunSmart Policy submitted to SunSmart NSW - SunSmart has responded requesting that each child has sunscreen applied 30 minutes before they go outside. Which means 50 children to have sunscreen applied all over bare skin, 30 minutes prior to going outside.
 - o Action: Miss Tara investigating cost of UV rating measurer.
 - o Action: all preschool committee members review SunSmart Policy and investigate sunscreen policy and procedure at other services that children access.
- Action: NQF folders to be reviewed by committee members, expecting review of NQF 2 in early term 4.

Accepted: Georgina Davis Seconded: Rikki Sussman

Meeting Closed: 7:46pm

Next Meeting: note meeting moved from 17 October to 24 October 2019

Presidents Name ^{Treasurer} K. Atterby, and signature 
 Georgina 