

Lennox Head Community Pre-school

Meeting 18th October 2023

Meeting open: 6.40pm

Present: Tara Leonard, Sophie Leonard, Caroline Domensino (zoom), Kate Parry, Richard Goswell, Edwina Flower, Kate Mitchell, Michaela Saye, Michelle McLisky, Nick Bordin, Lyndal Ellis, Leah Miles (zoom), Keira Wafer

Apologies: Sophie Lee, Alysha Home (zoom)

Minutes of the previous Meeting

See attached

Accepted: Keira Wafer

Seconded: Michaela Saye

Business arising from previous minutes

None

Moved: N/A

Seconded: N/A

Correspondence In/Out:

See attached

Accepted: Nick Bordin

Seconded: Lyndal Ellis

Treasurer's Report: (see attached)

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

Accepted: Kate Mitchell

Seconded: Michelle McLisky

Related Party Transfers:

- None to disclose
- All related party transfers were at full commercial terms.

Accepted: N/A Seconded: N/A

Service report:

See attached

Accepted: Nick Bordin

Seconded: Edwina Flower

General Business:

- Budget – Following a Meeting with Kate (President), Richard (Treasurer), Tara, Sophie and Leesa. We would like to authorise them to make the final decision for Fee amounts for 2024 once the final funding allocations come through. This will need to be accepted and Seconded
Accepted: Unanimous
- 2024 Management Nominations
- Policy approval
- End of Year Dinner (Theme): Op shop theme \$10 for gifts. 1st of December for Christmas Party. – Slicks
- Staff Presents, Group Together (Lyndal will set up)

Accepted: Richard Goswell

Seconded: Keira Wafer

Meeting closed: 7.44pm

Next Meeting:

15th November

President Signature: 