

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION



Meeting Minutes: 20th September 2022

Boardroom, 6.30pm

Meeting Opened: 6:35pm

Present:

Rob McEwan, Dayana Baker, Courtney Bell, Laura Machin, Alli McShane, Hayley Baker, Shirl Badenach, Krysta Brocklehurst.

Apologies:

Louise Christie, Anthony Gunton, Louissa Johnson, Camilla Fox.

Acceptance of Previous Minutes:

Moved –Laura Machin
Seconded – Alli McShane

President's Report:

Dayana received a thank you from Matt Groves for the P9 bikes. He also made a request for funding for a fire pit at Southport camping grounds.

Also, a thank you received from Matt Magnus, School Counsellor, re the Parents program that starts tomorrow. The program is starting for 40 parents tomorrow.

Junior School playground opening last Friday went very well. The children were thrilled with the new equipment.

Treasurer's Report:

In Summary:

Income and Expense Statement at 19 September 2022:

- Revenue of \$69,882.73 has been recognised year to date.
- The main revenue sources continue to be Tuckshop Income (\$45,587.81) and P&F Subscriptions (\$19,376.00)

Balance Sheet at 19 September 2022:

- Expenses of \$126,651.17 have been recognised year to date.
- The main expense being \$91,988.42 as previously committed donations to the school for the Junior School Playground Equipment; and \$28,800 donation to the School for the P9 Mountain Bikes.
- For the current Financial Year the Net Result being a loss Year-to-Date of \$56,768.44.

Cash at Bank:

- \$246,962 – comprising: \$53,314 in the Term Deposit and \$193,648 balance with the school
- Of this balance, we still have committed funds to be provided for:
 - Final invoices for the playground equipment soft-ball (circa \$40,000)
 - There is also commitment for funding for the PEP Training

The Hutchins School Parent's Association

Activity Report

For the period 1 February 2022 - 19 September 2022

Date	Journal Description	Name	Revenue	Expense	Profit/(Loss)
Total for Blokes & Spokes (activity complete)			630.00	582.41	47.59
Total Mothers Day Stall (activity complete)			1,282.80	-	1,282.80
Fathers Day Stall					
29/08/2022	Float - Fathers Day Stall ELC and JS	Petty Cash		200.00	
31/08/2022	Parents Association - Fathers Day Stall	Hutchins	509.00		
14/09/2022	Fathers Day stall ELC	Hutchins	90.00		
Total Fathers Day Stall (activity complete)			599.00	200.00	399.00
Total High Tea (activity complete)			2,072.73	2,025.46	47.27
Total Movie Night (activity complete)			-	1,318.25	- 1,318.25
Tuckshop Profits					
13/04/2022	Tasmanian Government - permit liquor license - Community Ever ANZ Credit Card			736.21	
2/02/2022	Under charged labour cost Dec21	Trippas White Group Pty Ltd (Formerly Alliance Ca)		283.92	
1/03/2022	Management Fee Net Operating Cost Feb 2022 - CANT	Trippas White Group Pty Ltd (Formerly Alliance Ca)	5,010.04		
31/03/2022	Management Fee Net Operating Cost MAR 2022 Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	13,497.28		
30/04/2022	Management Fee Net Operating Cost APR 2022 Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	2,994.22		
31/05/2022	Management Fee Net Operating Cost APR 2022 Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	10,173.79		
30/06/2022	Management Fee Net Operating Cost JUN 2022 - Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	2,056.17		
31/07/2022	Management Fee Net Operating Cost JUL 2022 - Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	10,131.37		
31/08/2022	Management Fee Net Operating Cost AUG 2022 - Canteen	Trippas White Group Pty Ltd (Formerly Alliance Ca)	1,724.94		
Total Tuckshop Profits			45,587.81	1,020.13	44,567.68
P&F Subscriptions 2022					
22/03/2022	P&F Subscriptions 2022		19,376.00		
Total P&F Subscriptions			19,376.00	-	19,376.00
2023 Donations to the School					
24/03/2022	Spaghetti Crinkle - JS Play Equipment - Donation by PA	Kaebele Leisure Group Pty Ltd		62,383.40	
19/04/2022	Additional cost Spaghetti Crinkle	Kaebele Leisure Group Pty Ltd		16,705.02	
19/04/2022	Installation	Kaebele Leisure Group Pty Ltd		12,900.00	
5/08/2022	4 x small - 4 x medium - 1 x large Bomtrack bikes, 3 x large Bomtrack Bikes			28,800.00	
Total 2023 Donations to the School			-	120,788.42	- 120,788.42
Catering					
31/03/2022	Cheese Platter 01/03/22	Trippas White Group Pty Ltd (Formerly Alliance Ca)		48.50	
31/03/2022	Cheese platter for PA Annual General Meeting	Trippas White Group Pty Ltd (Formerly Alliance Ca)		38.00	
31/03/2022	Cheese platter for PA meeting	Trippas White Group Pty Ltd (Formerly Alliance Ca)		40.00	
30/06/2022	PA cheese platter for meeting	Trippas White Group Pty Ltd (Formerly Alliance Ca)		50.00	
31/08/2022	Parents Association meeting cheese platter 9 August	Trippas White Group Pty Ltd (Formerly Alliance Ca)		40.00	
Total Catering			-	216.50	- 216.50
Administration & Miscellaneous					
31/03/2022	Final fee in relation to the audit of Hutchins School Parents Assoc Wise Lord & Ferguson			500.00	
21/04/2022	Interest received		26.57		
11/03/2022	Georges Apparel Crested Sales Jan-Mar 2022	George's Apparel Pty Ltd	20.00		
	Lost property sales		206.00		
5/08/2022	Entertainment Publications of Australia Pty Ltd	Entertainment Publications of Australia Pty Ltd	81.82		
Total Administration & Miscellaneous			334.39	500.00	- 165.61
Net Activity			69,882.73	126,651.17	- 56,768.44

Headmaster's Report:

In Summary:

The school has been registered as ? for 5 years, which is very positive.

New building update: architects are in the final stages of consultation.

Reviewed leadership structure for staff & it has gone back to the heads of house.

MMG survey: as of 20 September, the school had received a 37% response rate, would like 60% response rate.

Applying for Global candidacy for Round Square.

Correspondence:

Incoming – nil

Outgoing – nil

Actions arising from Previous minutes:

1. The Hutchins Fair is definitely going ahead next year. Still working out the appropriate date. At the moment either Friday the 23rd of March or 31st of March 2023. Once the date is locked in we can talk about fair ideas and make plans.
2. ELC Grandparents day is tomorrow.

Other Business

1. Alli raised the issue of whether school Socials would return next year. Something that Rob was happy to ask Ken Kingston about.

Meeting Closed: 7.54 pm

Next Meeting: Tuesday 18th October 2022

Important Dates 2022

MS/SS Grandparents Day	Postponed due to Covid
ELC Grandparents Day	Wednesday 21 st September
JS Grandparents Day	Thursday 29 th September

PA Meeting Dates

Term 1	Term 2
Tue 1 March – Boardroom, 6.30	Tue 10 May - Boardroom, 6.30
Tue 15 March – AGM, Conference Centre, 6.30	Tue 21 June - Boardroom, 6.30
Term 3	Term 4
Tue 9 August - Boardroom, 6.30	Tue 18 October - Boardroom, 6.30
Tue 20 September - Boardroom, 6.30	Tue 15 November - Boardroom, 6.30