



Committee of Management –
MEETING MINUTES

Held Tuesday 17th December 2019 – 7.00pm

Attendees: Director: Janice Semple
President: Geoff Kaandorp
Kinder Consultative: Kelly Chandler
Alastair Doherty
Rebecca Corfield
Carey Dewerson
Jarrod Pohl
Anna Cramer
Kirsten McGregor
Rebecca Gill

Apologies: Aislinn Guthrie-Jones

November minutes confirmed by Kristen and Geoff

Treasurer's Report

- Tracking well in the YTD.
- Variances attributable to timing with wages.
- The Centre is ahead of budget in a few areas, meaning we have a good buffer at present.
- Thao to look at moving some excess to the provisions account.
- Update on maternity pay enquiry: the figures and legal impact have been investigated. The centre would struggle to factor this into its budgeting due to the unknown number of staff this could impact at any one time. As a not-for-profit, the financial buffer the Centre has at any time is slim. The Centre is focusing on increasing the pay award for all staff. Further considerations will be made on instead giving a one off 'return to work' bonus for those who return after maternity leave, or an extra week's holiday. The legal implications of these changes will have to also be considered. The financial viability of these proposals will be considered for the FY 2021 budget.

Janice

- Three-year old Kinder is full.
- Green group is full.
- There is one spot available in Yellow group.
- The staff will be getting in early for clean-up Friday as it is forecast to be 41 degrees.
- New rugs are needed for some of the rooms.
- Staff said thank you for the Christmas vouchers and dinner.
- Parents have responded positively to this year's Christmas concert/
- Survey to be sent out for before care demand for Kinder groups. Will be \$15 a session and must be signed up for the term. This will be trialled for a term on a Wednesday and Thursday morning to determine interest.

Kinder Update – Janice

- Kinder vacancies:
Green – 0
Yellow – 1
3-year old kinder – 0
Purple – 0

President

- Geoff talked through progress on each item.
- Should the centre apply for exceeding endorsement? Significant work required to apply for this – Janice will send round the requirements for the committee to consider.
- Jarrod and Janice will look at getting signage to advertise the Centre's success in it's assessment.
- The web designers are returning for a further training session with Janice and Nellie.
- We will look at getting a bank card for the centre after Christmas.
- There are currently no new policies.

	On the waitlist at present	Acquired spots in Oct/Nov	Applications so far 2019	Vacancies
Joey	70	0		0
Possum	26	0		0
Koala	37	0		0
Kookaburra	30	0		0
Purple	18	0		0
Total	181	0	88	0

Any Other Business

- Alastair advised the committee of the new resources available on the reconciliation.org.au website.

Correspondence In:

- Early Notice To Save the date – Kindergarten Committee Training day 2020 (Email 25 /11/2019)
- Kindergarten Committee Training Day 2020
- Kindergarten Consultative Committee Meeting Dates 2020
- Department of Education and Training – Kindergarten parent Opinion Survey Reports (Email 02/12/2019)
- Email from Tienne Smith, minutes from Kindergarten Consultative Committee meeting (Wednesday 4/12/2019)
- Email from a family regards the concert on Friday 6 th December (Email on Monday 8 th December)
- Department of Education and Training Importation regarding 2020 Kindergarten funding rates

Correspondence Out:

- Kindergarten families letter re Before/ Aftercare (20/11/2019)

Meeting closed: 8.20pm
Next Meeting: Tuesday 17th December 2019 7pm.

