



The Range Children's Centre May Committee Meeting Minutes

Date: Tuesday, 17 May 2022

Time: 7pm onwards

Location: The Range Children's Centre / via Zoom

Present: Janice, Aislinn, Lauren,
Matt, Christopher, Kirsten, , Adrian, Peter

Apologies: Rebecca, Daniel, Nicole,
Alastair, Naomi

Update - President (Aislinn) and Director (Janice)

- Welcome: Acknowledgement to Country
- Confirmation of Previous Minutes (April Minutes) - Aislinn & Peter confirmed
- COVID 19 Update: Changes to rapid antigen test delivery to families. Will be communicated in the newsletter out on 23rd May.

Update/Report - Treasurer (Matt) - Budget Presentation

See Presentation PowerPoint for main discussion

Essentially a surplus is forecast for FY22.

Major budget items:

LDC fees: 83% of all income

Staff Costs: 90% of all expenses

Fair Work Commission sets inflationary increase to wages - current projections 5.1%

Centre retains significant reserves from previous years.

- Reserved COVID contingency fund \$200K
- \$460K balance in main operating account (as of March)

As centre is a not-for-profit association, surplus should be reinvested or retained (in savings)

Proposed that surplus be reinvested:

1. Bonus to all permanent staff (\$400) - once off cost of \$13,600 in FY22
2. Investment in new equipment for rooms: budget of \$24,000 total (\$4k per room over the course of the year - equates to \$128 p/d)
3. Holding back LDC FY2023 increase to 3% - cost of \$35,000

Committee unanimously approved the budget forecast and suggested expenditure.

Next steps:

- Janice to advise staff of expenditure decision at next staff meeting (24th May) - Committee rep to attend.
- Fee increase letter will be sent out to families on Friday. Fee increases will be scheduled to take effect from 4 July (first Monday of new FY).

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Update - Director (Janice):

- Hobsons Bay council have agreed to pay for the re-painting of the entire centre (at a cost of approx. \$50k). Will commence in December but more updates will come in due course.
- Garden opening, smoking ceremony and welcome to country is scheduled for Saturday, 4 June (10am - 12pm). Invitation has been circulated and tweaked. Invitation will be sent out to families this week. Melissa Horne MP will be in attendance as will a representative from Hobsons Bay. Aislinn will also speak at the event. Janice will review running order and circulate ahead of time noting that 40mins will be allocated for the smoking ceremony (note to parents bringing children). Kirsten and Lauren will get in touch with local food suppliers to ask whether they are willing to donate items for the sausage sizzle. Matt will contact local press.

General Business:

- Kirsten has developed Survey Monkey questions - will send to Janice/The Committee to review ahead of sending out for feedback next week. Subscription to Survey Monkey needs to be paid for - Janice and Kirsten will discuss offline and arrange.

Next Meeting:

Tuesday, 21 June 2022