

Minutes of General Meeting

Date	Tuesday 28 th February 2023	Time	6.30 pm
Place	St Paul's School, Tooth Centre		

Minutes

- Welcome and Opening Prayer:** Sebastiaan opened the meeting at 6:30pm

- Attendance and Apologies:**

Attendees:

School Representatives			
Paul Browning	Headmaster	Stephen Brown	Head of Family Engagement
Nigel Grant	Exec Director of Faith and Comm		

Committee Members			
Sebastian Fick	President and Rugby	Mel Bolton	Music
Glen Neville	Hockey	Louisa Pike	Treasurer
Kathy Wright	Music/SPSSA Secretary	Krishna Lakhotia	Cricket
Lisa Smith	Football (co-chair)		
Nicole Stevens & Bobby-Lee	JSSG		
Darren Marshman	Volleyball		

Apologies:

School Representatives			
Alice Killich	School Liaison		

Committee Members			
Glen Guy	Netball	Amanda Carter	Football
Brittany Morgan	Past Students		
Leigh Lillas	Touch Football		
Debbie Burches	Tennis		
Sarah Gover	Parent Connections		

- Headmaster's Report: Dr Paul Browning**

- New building nearly completed.
- Introduction to Stephen Brown and his new role in parent engagement. Exploring the connection between realms of thinking and how parents can be supporting those values within the home. It was noted that academic results for children increase when there is high parent support and engagement in a child's schooling. Stephen will be building those relationships within the parent community to enhance the school-parent partnership.

- Supporter Group reframing:
 - Because of declining numbers of volunteers making it difficult to fill SG positions and to address the inequity between supporter groups the SPSSA will be looking at a reframing process of the Association as an entity. The Association will look at constitutional changes like other TAS schools have done.
 - The SPSSA is now an association without an income stream as increasing levels of competencies and compliance meant the Uniform Shop and Tuckshops were brought over to under the school's umbrella for managerial operation.
 - This year we will spend time looking at the SPSSA and exploring our values, purpose, what and why do we exist? Is the current form best for the school going into the future – what would we like to see the parent body look like? What could service the school better in relation to parent engagement? Once we determine our overall purpose it might help the structure beneath fall into place.
 - Look at a facilitator to come in and run some strategic planning and workshop with the Association and the parent body. Reimagine what our association is – is it a P&F rather than supporter group? Where is the voice of the parents at the moment?
 - Open this workshop up to the broader school community.

Recommendation:

Mark Benson (or alternative) to be appointed to workshop with the SPSSA in terms of our group purpose and structure. Noting that the school will pay for the facilitator.

Approved by consensus

4. President's Report: Sebastiaan Fick

- Sebastiaan reminded everyone that payments will be made each Tuesday. Please submit any payments before Monday COB.

5. Confirmation of Minutes from previous meeting:

- **Approved by consensus.**

6. Business Arising from previous minutes:

- SPSSA restructure: see Headmaster's report
- Volunteer shirts will be available from the uniform shop

7. FIXED ORDER OF THE MEETING: no fixed order

8. Correspondence

Incoming –

1. 20.02.23 Office of Fair Trading – Annual General Report Form
2. 20.02.23 NAB – SPSSA President – Bank Statement for Business Cash Maximiser Account
3. 20.02.23 NAB – SPSSA Treasurer – Bank Statement for Business everyday Account
4. 20.02.23 Thank you card to Swimming Supporters Group
5. 20.02.23 Thank you letter to Cricket Supporters Group
6. .09.11.23 NAB term deposit maturing 30.11.22
7. 01.12.23 NAB term deposit information

9. Treasurer's Report:

The treasurer's report is attached with these minutes

- There are some outstanding amounts that remain unallocated. Please double check if any of these unallocated amounts belong to your supporter group. If they are not claimed by the end of March they will be made a 'donation' to the SPSSA. Some of these unallocated amounts date back to early last year.
- Please also let the treasurer know if you have made a physical cash deposit at the bank
- In relation to the Flexipay – EFTpos machines – to make life super easy for all it's best to settle the machine at the end of each event then send this through to Louisa. A photo will also suffice but you can also do a printout for your treasurer's records.

- A Financial Audit is required by the association annually. The transfer of money into your supporter group requires documentation. Event income forms will be developed and placed with the EFTpos machines and Squares to be completed after each event or sporting canteen day.
- There is also now a sign out and sign in sheet for the devices (that are now numbered) to keep a track of who's had the machine, along with the cash account slip.
- All of 2021 accounts have been reconciled as some groups had some anomalies. This will change some account balances coming into 2022. These have all been reconciled completely for 2023. Louisa will look the discrepancies for the volleyball and JSSG accounts.
- Electronic payment form (PDF editable) including a space to upload documents is now available. Krishna (Cricket) happy to trial it.
- There is a Square Machine from volleyball that may need to be brought under the SPSSA umbrella.

10. Supporter Group Reports:

Cadets:

- no report
- Look at shutting down this supporters group – assets that might need to be managed. Kathy to look into who owns the Trailer?
- Stall stuff most likely belongs to the army. Bring recommendation in March to officially close them down
- Kathy to notify the Cadets group in the meantime.

Cricket: (Krishna Lakhotia)

- Cricket: season going well, teams performing well, a good culture and energy beginning to build, numbers still a little low as not able to fill every age level.
- Girl's cricket – no players at yet but SPS is now a registered club. During the off season the committee will be putting together a plan to create some girls teams.
- Looking at purchasing a second bowling machine as the first one was such a success. Bowling machines are critical for building skills.
- Getting volunteers has been difficult. (Have 102 sporting teams this term). Look at asking Amy Pascoe to help out or come speak to the teams.
- Coffee van – chat to AT or look at joining together to buy a coffee machine.
- Awards dinner 6th May – in school calendar. Venue: Walker Centre
- **A reminder for all SG groups holding awards nights/dinner to send Nigel, Paul and Chloe Litherland an invitation.**
- Wanderers from West End are coming to plays our Firsts cricket team on the 15th March. All invited.
- CSG working towards strategy and objectives for next season.
- 12th March is a general training day combined with trials for all sports

Football: (Amanda/Lisa) apology from Amanda

- Girls – very first season this year.
- Have been engaging the girls in surveys with what they would like from the Supporter Group. Biggest response was a female specific training kit. Fundraising through the annual dinner helped buy the kits.
- Skills training currently being looked at.
- Football dinner is in term 3 thought there will be a small football girl's break up 24th March after school with an invite to the awards evening later in the year.
- Awesome amount of support from the girls and their parents. Grateful for their support. Girls feel they are represented now which is validating. Girls Football is a growing sport. World Cup (girls) coming in July as Brisbane hosts this year.
- There has been more involvement with girl's football in the junior school but as those girls move through into senior school it is hoped to gain momentum and enthusiasm in the senior school as well.
- On a disappointing note: Not every school can supply teams for each year level so the second teams in each year level don't often get fixture. Look at organising friendly games with those teams who can't get fixtures. Saturday social sport. Girls Cricket and Girls Football are working together.

Hockey: (Glen N)

- Good numbers for JTAS incorporating an initiative for the senior girls to go help out with the JTAS coaching.
- Advertised for trials 12th March 4-hour session at Cherside.

- Still looking for coaches for the senior's teams.
- Trying to get more parents active and volunteering.
- Q: Is there any talk about boy's hockey? As sports are determined by TAS it has been looked at in the past and there are currently not enough interest.

Junior School: (Nicole)

- Running with a full committee this year.
- Three events happening term 1 – swimming carnival and canteen; disco 17th March, swimming club break up 19th March.
- Mother's Day stall being planned for term 2.

Music: (Kathy/Mel)

- Kathy welcomed Mel Bolton to the group. Mel is to take on the President role for the MSG at the upcoming AGM.
- AGM on Monday 6th March in the music centre.
- Event currently in the planning stage is Music in the Dark happening in May 27th.
- MSG will continue to fund raise for the new piano for the Walker Centre
- Music students will be on Music Camp beginning of March.

Netball: (Glen)

- No report

Parent Connections: (Sarah/Kathy)

- Sarah is an apology – she's visiting her Dad in NZ
- AGM coming up on 20th March 6:30pm Sutton building
- Kathy to run this as Sebastiaan has another AGM to attend to
- PCSG is currently looking at their calendar for 2023 and looking forward to working with Stephen Brown

Past Student (Brittany)

- Some issues around the closing of the Past Student's Alumni Association but the school is working with Brittany to sort this and the BOQ bank account transfers out
- Met on 22nd Feb. Hoping to have a PSSG tent on home sports days three times a year to encourage more past students' involvement in the school. First of these will be the 11th March home game serving alcohol beverages.
- Executive to sort out closing down the BOQ account this coming Friday.

Rugby: (Seb)

- AGM 14th March
- training to start shortly
- end of year function Kedron Wavell on 10th June – send invitation to Paul, Nigel, Chloe
- Kedron Wavell also run community grants for events – note to other SGs who may wish to hold their functions there.

Tennis: (Debbie) apology

- No report

Touch Football: (Leigh) apology

- AGM yet to happen – looking at running this before first term finishes

- SG to support Chloe in sending out invitations to all past players and families

Volleyball: (Darren Marshman)

- In the process of starting to look at sponsorship for next year. Funds already allocated for 2022.
- Volleyball runs the BBQ at home games outside Walker Centre. Some fundraising in process.
- Break up event Friday end of term 3 for both boys and girls so that year 12s can attend.
- It was noted that the committee handovers have been rough.

General Business:

1. Governance

Handbook & Constitution changes:

Recommendation 1:

The Association approves the updates to the St Paul's School Supporters Association Handbook.

Approved by consensus

Recommendation 2:

The Association approves the updates made to the St Paul's School Supporters Association Constitution and approves that the appropriate governing body is notified of these changes.

Approved by consensus

11. Applications for Membership and Recording of New Members:

Mel Bauer-Ludley

Moved by Kathy Wright; seconded by Sebastiaan Fick

12. Meeting Closed: 8pm

13. Next Meeting:

AGM | Tuesday 28th March | **6pm** | Tooth Lounge – likely to be postponed

General meeting | Tuesday 28th March | 6:30pm | Tooth Lounge