



COTTESLOE PRIMARY SCHOOL
P&C ASSOCIATION INC.

School Administration
Principal: Graham Dart
Deputy: Jane Lowther
Deputy: Courtney Bridge
Registrar: Lena Harvey

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P. & C. Association Inc
President: Leeann Foulsham
Vice President: Katie Rattigan
Secretary: Jessie Bond
Treasurer: Margot Crombie

COTTESLOE PRIMARY SCHOOL P&C ASSOCIATION

ANNUAL GENERAL MEETING

WEDNESDAY 2 APRIL 2025
6:00PM
SCHOOL LIBRARY

AGENDA

No	Item
1	<p>Record of Attendees: Lucy Henderson, Myke Bartlett, Sally Bell, Jane Lowther, Amy Hancock, Freya Hewitt, Hannah Simmons, Jessie Bond, Fiona Hohnen, Bryn Hawken, Gemma Allen, Daniel Pickup, Cindy-Lee Davies, Katie Rattigan, Andrew Swarbrick, Graham Dart, Margot Crombie, Jess Harrison</p> <p>Record of Apologies: Anna James, Andrea Binedell, Leeann Foulsham, Aimee Cron</p>
2	<p>Welcome/ Opening of Meeting A quorum was noted as being present. The meeting commenced at 6.15pm with brief</p>

	opening comments and a welcome from the President, Myke Bartlett.
3	<p>Confirmation of Minutes from previous meeting</p> <p>Proposed Motion- <i>That the minutes of the Cottesloe Primary School P&C Association General Meeting of 13 November 2024 be taken as read and confirmed as a true and accurate record.</i></p> <p>Proposed: Freya; Seconded: Gabby</p>
3.1	<p>Brief recap of planning meeting</p> <p>The P&C held an informal planning meeting on 21 Feb 2025 at the Seaview Golf Club. We discussed the forthcoming Welcome Picnic, possible dates for events and sausage sizzles for elections. It was bloody freezing, but a good turnout.</p>
4	Reports
4.1	<p>President's Report</p> <p>The President, Myke Bartlett, then delivered his report. Please refer to attached President's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • We need to refine our WhatsApp code of conduct. • Please could Jess and Sally remind Class Parent Reps that messages posted in the General WhatsApp channel do not need reposting into individual classes/year groups. • Myke then proposed the following motion: <i>That Cottesloe Primary School P&C Association Executive, having reviewed and considered the Associations' current and projected financial position, confirmed that it is the Executive's opinion that the Association is Solvent.</i> <p>Proposed: Katie; Seconded: Jess</p> <p>Myke then signed on behalf of the P&C Executive.</p>
4.2	<p>Principal's Report</p> <p>The Principal, Graham Dart, then delivered his report. Please refer to attached President's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • Big thanks to Myke for all his efforts and for making the P&C a relaxed and inviting community. • Big thanks to Gabby for all of her efforts with the uniform shop. • Thanks to the parent reps for their work during the school year.

4.3	<p>Treasurer's Report</p> <p>The Treasurer, Margot Crombie, then delivered her report. Please refer to attached Treasurer's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • \$920 was raised in donations alone at the Welcome Picnic. The event raised more this year than last even with the expense of alcohol and no parking space auction. • We currently have \$80,963 in the bank. • Graham discussed that we are funded very leanly by the government due to our socio-economic intake. All additional expenses need to be funded by the P&C so everyone's efforts are appreciated.
5	<p>Overview of the Cottesloe Primary P&C Association and the rules as outlined by WACSSO</p> <p>Myke discussed that the P&C's purpose is to raise funds and bring the school community together. He also encouraged all members to look at the WACSSO website for full information.</p>
6	<p>Invitation for any attendees to become members of the Cottesloe Primary P&C for 2024</p>
7	<p>2025 Election of Office Bearers and Sub-Committee Conveners</p> <p>All positions were then declared vacant.</p> <p>New members were then elected as follows:</p> <ul style="list-style-type: none"> • President – Leeann Foulsham • Vice-President – Katie Rattigan • Secretary – Jessie Bond • Treasurer – Margot Crombie • Executive Member – Class Parent Representative (including Events Coordination) – Jess Harrison & Sally Bell • Executive Member - General – Freya Hewitt, Gabby Mathews, Sasha Hayes, Lucy Henderson, Amy Hancock, Gemma Allen • Green Scene sub-committee convener – VACANT • Cott Fathers sub-committee convener – Dan Pickup • Media Relations – VACANT

6	General Update <ul style="list-style-type: none"> • Vegemite sandwich roster – with the class reps. • Walk to School Day – confirmed as May 16th. This is a P&C event run by the PP parents. Leeann to reach out to Boat Shed for support (request for some dairy free options this year). Sasha and Margot to create a run sheet from last year's event. • Myke to share access to the Sharedrive for the P&C Exec. • P&C to run a collection from the P&C for Jenni Mitchell – Jess to organise.
7	2025 Fundraising Goals Update <ul style="list-style-type: none"> • What are our goals for this year? • The ELC needs new moveable play equipment and sheds. • Kindy have requested some items to be raised at the next meeting. • Jane to please facilitate the Year 6 leaders to canvas the students and see what items they would like to see the P&C purchase. • It would be great to spend some of the funds raised on new items that the teachers and kids need.
8	Uniform Shop Update <ul style="list-style-type: none"> • We welcomed Fiona Hohnen as our new Uniform Shop employee. Congratulations!
9	Cottfathers Update <ul style="list-style-type: none"> • Dad's Camp has been booked for the last weekend in October. • Justin Coulsen event has been booked for 27th May. All other aspects to be arranged. • Dan is seeking to engage The Fathering Project. • Cott Fathers will be running a sausage sizzle on May 3rd. Year 2 to run the cake stall.
10	Items seeking motion
10.1	<p><i>That the Treasurer's report for 2024 be accepted as true and correct.</i> Proposed: Freya; Seconded: Jess</p> <p><i>That the Treasurer's report to 25th March 2025 be accepted as true and correct.</i> Proposed: Fiona; Seconded: Andrew</p> <p><i>That the Cottesloe Primary School P&C Association resolve to allocate \$5000 for the</i></p>

	<p><i>Mothers' Day Dinner 2025.</i> Proposed: Freya; Seconded: Fiona</p> <p><i>That the Cottesloe Primary School P&C Association resolve to allocate \$700 for a new freezer for the P&C.</i> Proposed: Amy; Seconded: Jess</p> <p><i>That the Cottesloe Primary School P&C Association resolve to allocate up to \$1750 for hosting the Justin Coulson parenting talk.</i> Proposed: Dan; Seconded: Sally</p> <p><i>That the Treasurer and President, together, have delegated authority to spend up to \$200 per event on unforeseen expenses with a motion to retrospectively approve expenditure to be moved at the next General Meeting.</i> Proposed: Freya; Seconded: Gemma</p>
11	<p>New or Other Business</p> <ul style="list-style-type: none"> • Sasha was given the all clear to run the hot cross buns fundraiser with North Street Store. Dan will arrange the TryBooking. • Dates and activities need to be locked in for Family and Parent nights this year. Leeann to confirm.
12	<p>Date of Next Meeting - TBC 6pm School Library (Leeann to please confirm a date early in term 2)</p>
13	<p>Close of meeting</p> <p>There being no further business, the meeting concluded at 7.34pm.</p>