



Aranda Afters Association Incorporated

Aranda Afters Association Inc –Annual General Meeting

Wednesday 8 May 2019, 6.30pm

MINUTES

Attending – Deborah (Deb) Munn, Ann Palmer, Sally Trotter, Petrina (Petra) Cole, Peter Guenther, Leon Mason, Samantha Hoppitt, Karen Bishop, Katherine (Kat) Miller, Chris Panton, Karlie Brand, Giang Tan.

1. Open

AGM opened at 6.37pm by Deb Munn.

2. Apologies

None.

3. Acceptance of Minutes of 2018 AGM

Motion: Minutes of the 2018 AGM be approved.

Moved – Giang

Seconded – Petra

APPROVED.

4. President's Report

- 2018 began midway through the hall/gym refurbishment. During the year the After's office was also refurbished. Deb noted that through these two projects the impact on the children and parents was largely invisible and commended the Afters' staff team on all their work to ensure that the service operated seamlessly.
- There has been a substantial investment in staff training through 2018 and this has been really worthwhile. The assessment and ratings process in the middle of the year went well and demonstrated the great depth in the staff casual pool who can be called upon to step in when needed.
- Communications with school has continued to improve and the relationship is in a good place. Noted that the percentage of profits provided to the school this year, under the lease arrangement, was very small – which was a disappointment to the Principal who had anticipated a more substantive contribution. Deb noted that the small percentage of profit which went to the school had been anticipated given investment in the service. A financial update on anticipated profit will be included in all future meetings with the Principal to manage expectations on the amount that Afters will be providing to the school under the arrangement.
- In terms of the work of the committee over the next year, the lease agreement expires in October 2020. ACT Government is moving to a panel arrangement for after school care which would require Afters to prepare a bid to be on the panel. There is already some background work being done with the education directorate and the

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school on this issue. The service has the support of the Principal who would like Aranda Afters to continue to provide the after school care service.

- Deb noted that there were few, if any, complaints escalated to her for resolution, which is another indicator of how well the service is working.
- Deb thanked the committee for their work and noted the additional workload that both Sally and Giang had taken on in their roles this year.

5. Treasurer's Report and Acceptance of Financial Statements

Sally thanked committee member and Afters leadership team for their support and professionalism during her two year term as treasurer, noting it had been rollercoaster and she had learnt a lot from the process.

The audited accounts of the Aranda Afters Association for the year ended 31 December 2018. In summary the results for the year were:

- Income for the year was \$805,646 compared to \$741,474 for the previous year. This is primarily due to an increase in attendance at vacation care and fees.
- Expenses for the year were \$804,765 compared to \$688,201 for the previous year.

During 2018 the committee invested significantly into Afters by:

- Employing full time program coordinators (the roles were part-time in prior years)
- Staff training for our accreditation against the National Quality Standards, where we achieved a rating of Exceeding,
- new computers and electronic sign in/out roles, and
- the office refurbishment.
- There is a net surplus this year of \$822 compared to a surplus of \$53,273 last year. There is an amount due to the school under the terms of our 5 year licence agreement of \$2,427 representing 70% of the surplus for the year.
- The association is in a stable position and is well placed to remain so in the future. A healthy position is required in case the association is ever wound up and required to pay out redundancies and creditors etc.
- The balance sheet shows all assets being; cash, fixed assets, creditors, less all accruals and creditors is \$252,875 compared to \$251,993 for the previous year.

Motion: Financial statements for 2018 be approved.

Moved – Karlie

Seconded – Giang

APPROVED.

6. Director's Report

Leon noted that he'd only started with Afters in September 2018 and thanked the leadership team for their assistance in preparing the report for the AGM. Highlights of the circulated report:

- Successful 2019 enrolment process, including the roll out of a new document collection process, including medical documentation.
- Discussions on the variation to the lease to allow for increased numbers under the licence were completed in February (the increase in approval numbers under the licence to 154 children per day resulted from the service being re-measured

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following the refurbishment to the hall/gym). Service is currently at full capacity, following an increase in numbers from 132 to 143 children (with an additional educator), with a further increase to 154 students per day by the end of Term 2. 301 individual students have used the service in 2019 – 55.4% of students who attend Aranda Primary.

- Special events for the year included the chill-out night in December; the end of year celebrations to farewell Year 6 students.
- In terms of staffing, 2018 was a year of establishing a strong staffing team – as mentioned previously, the results in the rating and assessment showed the strength of the staffing team. 2018 saw the departure of Jarrod and Siobhan to take up new opportunities. Sam and Brooke took up new roles as Program Coordinators and have cemented their places across the year, as has Matt in his role as Program Supervisor.
- The School Vacation Care program has seen an increase in numbers year to year.
- The Assessment and Ratings visits in April resulted in a rating of ‘Exceeding’ for the service – a well deserved outcome. The next rating will be in 5 years time.
- There was also the office refurbishment which has produced a noticeable increase in productivity.

7. Motions for the AGM

None received.

8. Election of committee positions

All positions were formally declared vacant.

Committee members nominated for positions and as only one nomination was put forward for each position each member was duly elected to their nominated position.

The election of committee members was as follows:

Position	Nomination	Seconded
President	Deborah (Deb) Munn	Sally Trotter
Vice-President	Karlie Brand	Sally Trotter
Treasurer	Karen Bishop	Peter Guenther
Secretary	Ann Palmer	Petra Cole
Staffing Officer	Giang Tan	Sally Trotter
Public Officer	Sally Trotter	Ann Palmer
General Member	Katherine (Kat) Miller	Karlie Brand
General Member	Peter Guenther	Giang Tan
General Member	Petrina (Petra) Cole	Kat Miller
General Member*	Ann-Marie (Anni) Pesticcio	Petra Cole and Sally Trotter

* nomination in writing

9. Urgent General Business for the Annual General Meeting

None.

10. Close of meeting — 7. 14pm