

LITTLE NICHOLSON STREET PLAYCENTRE INC

MINUTES

19 October 2020

The Royal Oak

7.45pm

Attendees: Kerrie; Victoria; Lou; Tania; Gemma; Sarah; Adam

Apologies: Lisa

1) Meeting Opening:

- a) Welcome and apologies, *Kerrie*
 - Lisa is an apology

2) Order of Business

- a) The Committee has previously confirmed the minutes of the last annual general meeting.
- b) The Committee has previously received the Committee's report upon the activities of the association in the last financial year.
- c) The FY20 financials were provided and presented to all Committee members.

3) Matters for Decision & Approval:

- a) Confirmation of 2021 Committee, *Kerrie*
 - The Committee noted and accepted the resignation of Hayley Watts.
 - It was resolved that:
 - Kerrie Fergusson will continue as President, Victoria Welsh will continue as Treasurer and Vice President, and Louise Sim will continue as Secretary.
 - Susan Power will be appointed to the Committee in the position of Fundraising/Sponsorship.
 - Adam Mayhook will be appointed as a Committee member.
 - Lisa Austin will resign from the Committee.
 - All other Committee Members would remain in their current positions.
 - The Committee noted that Victoria intends to resign from the Committee shortly, once she has handed over the Treasurer role to Adam. The Committee further noted that Adam will be appointed to the Treasurer role at that time.
 - A nomination form was completed by Adam. It was noted that Susan and Lisa will sign the necessary forms at the next Committee Meeting in November. It

was agreed that the Registration & Appointment of Members form would be finalised at the Committee Meeting in November.

b) FY20 Full Year Financial Summary, **Victoria**

- The Treasurer presented the FY20 Financial Statements to the Committee.
- As of 30 September 2020, the end of FY20 result is a net profit of \$2.3k.
- LNSP remains solvent. The cash position as at 30 September 2020 was \$46.5k which is comfortably above the desired \$25k cash buffer we maintain at all times, and \$2k higher than the same time last year.
- The Treasurer declared that:
 - the statements presented to the Committee give a true and fair view of the financial matters to which they relate and are not misleading; and
 - there are reasonable grounds to believe, at the date of the statement, that the association will be able to pay its debts as and when they fall due.
- All Committee members confirmed the Financial Statements provide a true and fair view of the association's financial performance and position as provided and presented at the AGM.

c) FY21 Budget Presentation, **Victoria**

- The Treasurer presented the draft FY21 Budget to the Committee.
- The Committee agreed that all budgeted items looked reasonable.
- The Committee resolved to approve the FY21 Budget.

d) Risk Register Review, **Kerrie**

- The committee reviewed and resolved to approve the current risk register.

4) Matters for Discussion:

a) Committee contacts list update, **Lou**

- An updated contact list will be prepared to reflect the Committee members for 2021.

b) LNSP Objectives & Outcome Review 2020/2021, **Kerrie**

- The Committee noted the FY20 objectives and outcomes and discussed FY21 objectives.

c) Fire Inspection Report Outcome: Back access gate

- The Committee noted the outcome of the fire inspection report.
- The Committee agreed to investigate the possibility of creating a fire exit at the back gate (for example, by installing a gate that is locked from the outside but can be opened from the inside without a key).

d) Upgrading Mailchimp plan - \$10 US per month, **Kerrie**

- The Committee agreed to investigate the possibility of upgrading the current Mailchimp plan.

- e) Marc Cowper - Local author fundraising opportunity, ***Kerrie***
 - The Committee has been approached with a fundraising opportunity relating to sale of the book “The Indigo Flamingo”.
 - The Committee agreed to further investigate this opportunity.

- f) 2020 Committee Calendar, ***Kerrie***
 - The Committee noted the 2021 Committee calendar.

5) Meeting Closure:

- a) The next meeting is a Full Committee Meeting on Thursday 26 November 2020.

ANNEXURES:

- Completed Nomination and Resignation Forms
- LNSP Treasurer Update
- LNSP Treasurer Update – Figures
- FY21 Budget