



# Minutes of LNSP 2008 Annual General Meeting

8pm Tuesday, 14 October 2008,  
Royal Oak Hotel  
36 College Street Balmain

Notice of the **2008 AGM** was provided in the September LNSP Newsletter circulated to all 2008 members, 3 September 2008. A notice was also placed on the whiteboard at the Centre and a reminder email sent the week prior to the AGM

**Attendees:** Andrew Davies, Holly McDermott, Georgina Connell, Lisa Healy, Biddy McDermott, Melanie Johnstone, Meliissa Hobbs, John Molloy, Jane Keneally, Nicky Corbishley, Ursula Ledgerwood

**Apologies:** Jane Webster

**President's Report:**

Full details in attached LNSP Committee Members Reports

Andrew Davies accepts the nomination to be President for the upcoming year.

List of major achievements for 2008 include:-

- LNSP is very strong financially, which is great especially in light of the current world economic climate
- Strong uptake of memberships, including the 2 year membership offered for the first time this year
- LNSP has launched it's own website and has a Facebook group
- The challenging maintenance issue of gardening and cleaning appears to have been lessened by the appointment of 1 person to do both roles
- LNSP's relationship with key stakeholders has been fairly strong with no major complaints/issues

**Treasurer's Report:**

Full details in attached LNSP Committee Members Reports

On agreement with the Committee the financial year reporting was changed to reflect the calendar year between AGM's. THE LNSP financial statement for the year ending 30 September 2008 shows an operating surplus of \$4994.29. This is mainly due to an increase of 5 trip ticket sales and the first time ever option of purchasing a two year membership

As Georgina is resigning this year, the LNSP account needs to be changed to reflect the new Treasurer



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## **Election of Office Bearers:**

The following positions were filled:-

President and Public Officer	Andrew Davies
Vice President (incorporating Secretary and Public/Community Relations)	Holly McDermott
Treasurer	Jane Keneally
Maintenance Coordinator	Biddy McDermott
Membership Coordinator	Lisa Healy
Party and Fundraising Coordinator (shared role)	John Molloy
Fundraising Coordinator (shared role)	Nicky Corbishley
Toy Purchasing and Toy Maintenance	Melissa Hobbs
Functions Coordinator	Melanie Johnstone

## **2008 Key Achievements:**

Details in attached LNSP Committee Members Reports

## **Other Business:**

It was agreed by the Committee to "let go" of the ongoing issue re cars parking along the perimeter of LNSP as there was no means of enforcing the restrictions

Biddy is to source a new Handyman as the current person is difficult to obtain  
Biddy is to obtain a quote for a fan/ventilation system in the main cottage

Lisa to continue to oversee the LNSP website, including updating the Committee details and ensuring that all links are operational

Discussions re fundraising opportunities, a possible membership "amnesty" and payment via credit card are to be carried over to the next meeting

## **Next Meeting:**

11 November 2008 at 7.30pm Royal Oak Hotel, followed by a dinner for all 2008 and 2009 Committee members



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## President's Report

- **LNSP is financially very strong.** We end the year with a solid bank balance, no debt, and no major planned capital expenditure requirements. We are well positioned for 2009.
- **Membership numbers have grown** steadily throughout 2008 and are well ahead of previous years.
- We offered a **2 year membership** in 2008 and take-up of this option has been solid.
- **LNSP has gone on-line.** We launched a website (with the kind help of Lucca Consulting) and have a Facebook Group.
- Whilst maintenance has (as always) been a chore, we have **recruited a dedicated cleaner and gardener** and this is now working very well.
- **Relationships with key stakeholders (neighbours, Leichhardt Council etc.) is fairly strong** and there are no outstanding complaints or issues worthy of reporting. Going forwards into 2009, the Vice President will take on all public relations and community/stakeholder relations activities. Maintaining solid relationships with the community will be a major focus in 2009.

## Treasurer's Report

On agreement with the committee the playcentre's financial year reporting has been changed to reflect the calendar year between Annual General Meeting's. As this is the first year I have had to extend the Monthly Income & Expenditure report from the year end 30 June 2008 to 30 September 2008. I have also added an extra column in the Statement to show the totals at year end 30 June 2007 & 30 June 2008 for comparison.

The Little Nicholson Street Playcentre's financial statement for the year ending 30 September 2008 shows an operating surplus of \$4994.29. This is mainly due to an increase of 5 trip ticket sales and the first time ever option of purchasing a two year membership.

Total income was \$38540.21 with the main source of income being membership fees \$29907. Included in this amount is \$3990 of party revenue. The fundraising income amount of \$1,055.10 should be minus the cake stall float and raffle basket expenses of \$425.00 which is included in the Events & Fundraising Expenses Total.

Total expenses were \$33545.92. The most significant expense was toys and

equipment \$6784.49. Other notable expenses were maintenance \$3352.45 (amount includes new carpet for the playroom and all new cleaning equipment), insurance \$9287.1, cleaning \$4810, and yardman \$4026.

Cash at bank at 30 September 2008 was \$21,554.85.



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## Membership Report

- **Memberships have grown steadily.** We now have 211 members, of which 77 were previous members, and 134 are new members.
- For the first time we offered a **2 year membership** which presented great value, particularly in the first half of the year, and which was taken up by **30 members**.
- **5-trip tickets have sold well** with **135** being sold this year to date.
- **Working bees have been reasonably well attended with 36 members** having already attended, and a further 43 having nominated to attend in November.

## Maintenance Report

- Have been through 3 gardeners this year
- Previous gardener, Alex, did a great job but was too expensive
- Alex cleaned the gutters in June & did some tree lopping in August
- Sandpit refilled at working bee in August
- The gardening & cleaning roles were combined in September
- New yard person & cleaner, Megan, doing a great job @ \$20 per hr
- New shade installed on the Westpac Day in September (\$1,195.70)
- Megan is also going to do a mural for the play centre in the hallway of art cottage over the coming months for a fee of \$300
- Fire alarm in the main was faulty & replaced & tested by fire-fighters from Balmain fire station in October
- Giant blocks donated by Phoenix pre-school
- Shelf painted & installed by Neil the handyman in the adult toilet for donated toilet paper
- New signs in centre regarding saving energy; respecting the neighbours; locking up correctly; using the correct rubbish bins
- New kettle & vacuum purchased

Ongoing Issues:



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- Sink on the right in child's toilet waiting to be fixed
- New 'No Parking' signs to be put on main gate
- New signs to be made & put on both gates with new web-site contact details
- Energy Australia is going to trim the tree on LNSP property which is touching their power-lines outside 8 Union Street
- New carpet to be installed in main cottage on Saturday 10th of Jan, carpet paid for only (\$646.33), installation will be paid closer to the date (\$1,073.45)
- New flooring to be chosen & price agreed for art & craft room
- Getting quotes to put seating around sandpit area

## **Toys and Equipment Report**

- Purchase of 2 new Step 2 Roller Coasters;
- Major clean up and disposal of old toys and furniture;
- Constant monitoring of toys and if needed, replacement of these toys. Especially popular toys, e.g. prams;
- Purchase of new toys for 0-36 months, for example baby activity centre;
- Some other purchases include: books, dress ups, helmets, barbie dolls, trucks, matchbox cars, wall candy (craft cottage), shopping trolleys;
- Replaced children's furniture, including 2 Little Tikes picnic tables, 2 high chairs, 2 baby bouncers and 2 arm chairs;

## Arts and Crafts Cottage:

- Replacement (in bulk) of the usual art and craft supplies, i.e. pencils, chalk, crayons, glue, easy grip paint brushes and smocks;
- Working on sourcing more craft supplies that will be used by the children for example we are trying out sequins (flower, star, animal shapes) and tissue paper squares and circles;
- Working on new storage solutions in art and craft room, for new supplies;
- Since painting so popular, we now keep one spare set of paints and ream of easel paper in stock at all times;



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## **Party Bookings Report**

- Approx 44 parties were booked raising over \$3,000
- Received positive feed-back from the members about the facilities etc.
- No complaints from the neighbours regarding party goers
- Didn't have to keep any member's security bond

## **Functions Report**

- Little Nicholson Street Playcentre's inaugural Dad and Grandad Day was held in March this year. Approximately 70 members (including children) attended. The theme for the event was based on Fairytales and Story Book Characters. Many of the children came dressed up as their favourite characters.
- The success of Dad and Grandad Day in March lead to it becoming a biannual event. The second Dad and Grandad Day was held in September. The Pirate theme was well received by members and there were around xx members in attendance.
- Christmas Party to be held on 6 December 2008 between 10 and 12 pm.

## **Fundraising Report**

- The sale of the 2008 Entertainment Book raised a total of \$351 for the Centre.
- A Cake Stall was held in Balmain. Members made goods for committee members to sell on the day. A raffle was run in conjunction with the Stall. A total of around \$600 was raised for the Centre. Funds raised went towards paint that was used during the Westpac maintenance day.

## **Community Service Report**

A Sock and Towel Appeal for the homeless men at the Matthew Talbot Hostel was run between the months of April and July this year. Not only did our members generously donate their unwanted socks and towels but many purchased personal items for the men such as soap, razors, shaving cream, toothbrushes, toothpaste