



Parents and Citizens Association

MINUTES FOR THE PENNANT HILLS PUBLIC SCHOOL

PARENTS & CITIZENS' ASSOCIATION INC ANNUAL GENERAL MEETING

4 March, 2025

1 OPENING

The meeting was held as a hybrid both in person at the K-2 hall as well as online Zoom call on 4 March 2025. Opened by President, Gareth Watkins, at 7:42pm.

Acknowledgement of Country: "I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."

2 ATTENDANCE/APOLOGIES

2.1 Attending in Person:

2.2 Bec Stalenberg (Comms and Events), Mike Stalenberg (VP), Erin Ford (Comms), Liz Fowler (Comms and Events), Kate Wasson (Deputy Principal), Alison Filipic (Principle), Eva Guo (Treasurer), Gareth Watkins (President), Kieran Ogden-Brunell (Secretary), Chris Laing (Gardens and Grounds, Green Team), Aidan Moore (Green Team), Melina Donovan (Band), Kate Ashton (Green Team), Heather Cruickshank, Luke Whenman (VP), Tom Andrews, Sonya Debono, Dan Roger, Matt Stride, Cybele Wong, Agnes Bosanquet.

2.3 Attending Zoom:

2.4 Phillipa Watkins, Carol Huang, Kate Macnamara, Kim Goschalk, Melissa Ramsay, Hayoung Joung.

2.5 *A quorum is present*

2.6 **Apologies** : Emma Faithfull, Andrew Passe-de Silva

3 CONFIRMATION OF MINUTES FROM PREVIOUS ANNUAL GENERAL MEETING HELD ON 5 MARCH 2024

3.1 **Motion:** That the minutes of the February 2025 General Meeting be confirmed.

Proposed: Bec Stalenberg

3.2 **Seconded:** Luke Whenman

4 PRESENTATION OF REPORTS

4.1 President's Report

The best aspect for me as president during the 2024 school year, and my first year as president, was gaining a larger perspective of the school and how amazing the staff and volunteers are! Thanks so much to everyone for contributing to our amazing community.

I will inevitably miss naming individuals but I want to make special mention of people who have worked incredibly hard in the P&C to help the children of our school thrive.

To the P&C Exec team and office bearers in particular - thank you for taking on such important roles that often carry unseen burdens.

- Thank you to **Eva Guo** in her second year as treasurer for steering the ship financially so well.
- I want to acknowledge **Matt Connor**'s significant contribution at the start of last year in the secretary role before moving schools, and very grateful to **Kieran Ogden-Brunell** for jumping in with gusto to that role.
- **Luke Whenman** has continued to provide invaluable organisational knowledge in the Vice-President role as well as being extremely helpful in navigating the BASC transition
- **Mike Stalenberg** in his penultimate year of leading the award-winning band program has also been a great person to have in the VP capacity.

It would be impossible to miss the phenomenal contributions of **Bec Stalenberg** and **Liz Fowler** for their leadership in events and comms, with 2024 seeing some amazing fundraising events and great community engagement including with social media.

I would like to again formally acknowledge the efforts of **Peta Powrie** as she exited school leadership especially with the canteen after so many years. We thank the wonderful canteen team for providing such a great food facility at the school and acknowledge **Heather Tyler** and **Claire Phillips** in going above and beyond in their paid roles.

Aidan Moore & the Green Team deserve a special mention for succeeding with great perseverance in getting the solar panels installed on the 3-6 site as one of many things they've contributed to over the year.

Nicola Lee has been a powerhouse after really making the Uniform Shop manager position her own and we're so thankful for the excellent and highly involved uniform committee.

I recognise **Claire Smith's** significant contribution to Strings after jumping in to fill a needed gap and she will be missed.

Kate Ashton has continued to enthusiastically lead a small but passionate Gardens and Grounds crew who have done an amazing job beautifying the school. Many people won't appreciate how fortunate we are to have such a team, with the indefatigable **Chris Laing** being an all-star community member for another year.

Special mention to **Sally Whenman** for stepping into a new role leading the Centenary Committee which will feature significantly in 2025.

Thank you to **Mrs Filipic** for stepping into her first full year and serving the community whole-heartedly and to **Mrs Wasson** for clearly being a great resource to help Alison come smoothly into her role and for ongoing attendance and support of the P&C during the year. We appreciate the great relationship of the P&C with the staff.

2025 is promising to be a wonderful year of Centenary Celebration and I encourage everyone to be on board in whatever capacity you can manage. Let's have a mindset of '100 people each doing a small thing' combining to great effect.

Gareth Watkins

5 PRESENTATION OF AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2025

a). Audit, Section 8 - Luke Whenman?. Moved by Matt Stride.

6 ELECTION OF NEW EXECUTIVE COMMITTEE AND SUB COMMITTEES:

Gareth Watkins passed Chair to Alison Filipic at 8:14pm

President:

No prior nominations received, call for nominations from the floor.

Gareth Watkins nominated by Luke Whenman seconded by Mike Stalenberg, nomination accepted by Gareth Watkins.

Call for further nominations from the floor.

No further nominations received. **Gareth Watkins duly elected**

Treasurer:

No prior nominations received, call for nominations from the floor.

Yihua (Eva) Guo nominated by Luke Whenman, seconded by Gareth Watkins, nomination accepted by Yihua (Eva) Guo.

Call for further nominations from the floor.

No further nominations received. **Yihua (Eva) Guo duly elected**

Assistant Treasurer:

No prior nominations received, call for nominations from the floor.
Kate MacNamara nominated by Yihua (Eva) Guo, seconded by Gareth Watkins, acceptance deferred by Kate MacNamara.
Call for further nominations from the floor.

No further nominations received. **Position declared vacant**

Secretary:

No prior nominations received, call for nominations from the floor.
Kieran Ogden-Brunell nominated by Liz Fowler, seconded by Gareth Watkins, nomination accepted by Kieran Ogden-Brunell.
Call for further nominations from the floor.

No further nominations received. **Kieran Ogden-Brunell duly elected**

Vice-Presidents (up to two):

No prior nominations received, call for nominations from the floor.
Luke Whenman nominated by Gareth Watkins, seconded by Mike Stalenberg, nomination accepted by Luke Whenman.

No prior nominations received, call for nominations from the floor.
Mike Stalenberg nominated by Gareth Watkins, seconded by Yihua (Eva) Guo, nomination accepted by Mike Stalenberg.

Call for further nominations from the floor.

No further nominations received. **Luke Whenman and Mike Stalenberg duly elected**

Executive Committee Members:

Elizabeth Fowler wishes to be confirmed as a member: **Duly elected.**
Andrew Passe de Silva wishes to be confirmed as a member: **Duly elected.**

NEW

Erin Ford nominated by Liz Fowler, seconded by Gareth Watkins, nomination accepted by Erin Ford. **Duly elected.**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Canteen Committee Members:

Alicia Cleland wishes to be confirmed as a member: **Duly elected**
Rebecca Davey wishes to be confirmed as a member: **Duly elected**

NEW

Phillipa Watkins nominated by Gareth Watkins, seconded by Liz Fowler, nomination accepted by Phillipa Watkins. **Duly elected.**

Call for further nominations from the floor, in particular for convenor role.

No further nominations received. **Members duly elected, convenor role declared vacant.**

Uniform Shop Committee Members:

Luke Whenman wishes to be confirmed as a member: **Duly elected**
Siobhan Hancock wishes to be confirmed as a member: **Duly elected**
Alison Hales wishes to be confirmed as a member: **Duly elected**
Megan Kelly wishes to be confirmed as a member: **Duly elected**
Najia Saeed wishes to be confirmed as a member: **Duly elected**
Jocelyn Zhao wishes to be confirmed as a member: **Duly elected**
Tracy Yee wishes to be confirmed as a member: **Duly elected**
Angelene Ctercteko wishes to be confirmed as a member: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Gardens & Grounds Committee Members:

Chris Laing wishes to be confirmed as a member: **Duly elected**
Kate Ashton wishes to be confirmed as a member and convenor: **Duly elected.**
Tom Andrews wishes to be confirmed as a member: **Duly elected**
Melina Donovan wishes to be confirmed as a member: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Band Committee Members:

Mike Stalenberg wishes to be confirmed as a member: **Duly elected**

Amrita Maharjan wishes to be confirmed as a member: **Duly elected**
Xin (Sonya) Tong wishes to be confirmed as a member: **Duly elected**
Christine Lee wishes to be confirmed as a member: **Duly elected**
Carol Huang Jia wishes to be confirmed as a member: **Duly elected**
Rebecca Stalenberg wishes to be confirmed as a member: **Duly elected**
Melina Donovan wishes to be confirmed as a member: **Duly elected**

As a new subcommittee member Emma Faithful was nominated by Mike Stalenberg to be the "Assistant Treasurer", this was seconded by Carol Huang, and accepted by Emma: **Duly elected**
As a new subcommittee member Edwina Hinchliffe was nominated by Mike Stalenberg for the position of "Events Coordinator", this was seconded by Tim Ralph, and accepted by Edwina: **Duly elected**
As a new subcommittee member Charlotte Burns was nominated by Michael Stalenberg for the position of "Secretary", this was seconded by Edwina Hinchliffe, and accepted by Charlotte: **Duly elected**
As a new subcommittee member Chloe Cho was nominated by Michael Stalenberg for the position of "Instrument officer", this was seconded by Edwina Hinchliffe, and accepted by Chloe: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

String Ensemble Committee Members:

Sonya Debono wishes to be confirmed as a member: **Duly elected**
Carol Huang wishes to be confirmed as a member: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Finance Committee Members:

Andrew Passé-de Silva wishes to be confirmed as a member: **Duly elected**

NEW

Ruwani Ariyaratna nominated by Yihua (Eva) Guo, seconded by Gareth Watkins, nomination accepted by Ruwani Ariyaratna. **Duly elected.**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Communications Committee Members:

Bec Stalenberg wishes to be confirmed as a member: **Duly elected**
Elizabeth Fowler wishes to be confirmed as a member: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Building Fund Committee Members:

Yihua (Eva) Guo wishes to be confirmed as a member: **Duly elected**

Green Team Committee Members:

Aidan Moore wishes to be confirmed as a member: **Duly elected**
Chris Laing wishes to be confirmed as a member: **Duly elected**
Angelene Marsh wishes to be confirmed as a member: **Duly elected**
Bridget Dwyer wishes to be confirmed as a member: **Duly elected**
Caroline Serrure wishes to be confirmed as a member: **Duly elected**
Kim Gosschalk wishes to be confirmed as a member: **Duly elected**

Call for further nominations from the floor.

No further nominations received. **Members duly elected**

Alison Filipic passed chair to Gareth Watkins at 8:31pm

7 APPOINTMENT OF AUDITOR FOR THE YEAR ENDING 31 JANUARY 2026

7.1 Moved by Gareth Watkins

7.1.1 Seconded by Eva Guo

7.1.2 Carried : Unanimously.

8 PRESENTATION OF BUDGET PROPOSAL FOR THE YEAR ENDING 31 JANUARY 2025

8.1 Proposed: Gareth Watkins

8.2 Seconded:

9 GENERAL BUSINESS

9.1 Building fund sub-committee Closure.

9.1.1 Proposed by Eva Guo

9.1.2 Seconded by Bec Stalenberg.

9.1.3 Account to remain open for future use as "Project Fund."

9.2 Comms Subcommittee - moving for April General Meeting.

9.3 Charity status

10 DATE OF NEXT ANNUAL GENERAL MEETING 3 MARCH 2026 at 7:30pm.

11 CLOSE: 8:54PM