

**Houghton Valley School Home and School Association
Annual General Meeting**

**Wednesday 27 March 2019
7.30pm School Staff Room**

A G E N D A

Quorum requires minimum 2 officers and 7 members.

1. Apologies
2. Minutes of AGM Thursday 12 April 2018
3. Chairperson's Report 2018-2019
4. Treasurer's Report 2018-2019
5. Election of Officers
6. General Business
7. Next AGM - Proposal March / April 2022 - TBC

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CHAIR REPORT

The 2018-2019 year was another successful year for Houghton Valley School Home and School (HVSHSA) with several profitable fundraising events and community engagement opportunities enabling the school to invest in important initiatives and activities, which wouldn't have been possible without the efforts of the supporting community.

However, while the fundraising drive of HVSHSA makes a major contribution to the school, some of the events had disappointing turnouts from the local community. In part this was unavoidable due to poor weather (eg the Fair), but also perhaps impacted by the proximity to other events (eg Moveathon). Encouraging greater awareness of the events, what the funding supports and a more deeper understanding of the role of the HVSHSA remains a priority for the Committee.

I'd like to acknowledge former Chairperson, Chris Taylor for his significant contribution to the HVSHSA and thank the Treasurer (Kevin Hales) and Secretary (Megan Taylor) for their work all year. Finally, a huge thanks to the parents who gave up their valuable time to be involved in the events during the year - we simply couldn't do it without you.

2018 - January 2019 EVENTS, SUCCESSES and PURCHASES

2018 Moveathon & School Picnic - Term 01

The Moveathon was held in mid March to accommodate the early in term 'meet the teacher' picnic. While the event raised almost \$2000, the number of attendees was less than previous years.

2018 Houghton Valley School Quiz at The Pines - Term 03

This social event and fundraiser is for the parents/guardians of the school community, and has become a winter tradition at The Pines. This was the third annual event and is proving to be a winning formula. The team of organisers ensure a well run, successful and fun event for those who attend.

2018 School Disco - Term 03

For the second year in a row, this was held at SWIS and proved to be a fitting finale for the children to end the term. The event raised some funds for the school and this was despite a deliberate drive to reduce plastic products for sale.

2018 Houghton Valley School Fair Term 04

A considerable effort goes into running the fair and we are very grateful for the initiative of Karen Parr in leading the coordination in 2018 and committing to running the event in 2019.

A new addition to the fair formula saw the pre-sale of quality second hand clothing which was a great success and something we will look to continue prior to the fair day.

Disappointingly rain in the early part of the afternoon put a dampener on festivities but a large number of early arrivals led to many stalls selling out early and helped ensure the fair's takings were consistent with the previous year.

Cake sales

A number of home baking sales were held and coordinated through each class. As well as raising funds, these events also engage the children in promotion, baking, cooking and cash handling.

Flying Fox

Originally built / commissioned by the community, this is an ongoing joy to the local community and children! HVSHSA contributes towards the maintenance costs of this asset.

Cycle track

The cycle track continues to be a well-used and important addition to the school and community. HVSHSA makes a sizable contribution to the maintenance of the bikes.

New swings

A major development late in 2018 saw the construction of a quality swing set for the children to enjoy. HVSHSA supported the purchase and installation of these with a donation of \$5,000.

HVSHSA FINANCES

2018-2019 was another good year for HVSHSA, ending up with a net operating surplus of \$36,666.40, an increase of \$2,382.49 from the previous year. Once the year end accounts have been signed off at this AGM we will organise payment of the yearly 80% donation to the board, which this year will be \$29,333.12.

There were no payments made during the year for flying fox or bike track maintenance, so we have recognised this in the 2018-2019 accounts as a 'Suspense' amount in the balance sheet, both amounts have since been paid out.

We have fundraising income outstanding for the calendars from November last year, due to ongoing issues confirming a final bill with our supplier. We have recognised \$580 of calendar revenue in this year's accounts (which again is sitting in the 'Suspense' account in

the balance sheet) and if there is a small wash up amount that comes through once payment is made it will be put into the next year's accounts.

HVSHSA working with the Principal & Board of Trustees

HVSHSA continued to work well with the Board and Principal at HVS, with HVSHSA represented at the BoT meetings, and vice versa. This partnership is crucial. Having a clear understanding of priorities enables HVSHSA to identify and deliver necessary funding where possible.

FUNDS RAISED & DONATIONS

The funds raised this last year (2017-2018) have contributed in 2018/19 to the following:

- Flying Fox maintenance (ongoing)
- Bike fleet maintenance (ongoing)
- Library services
- Disco costs
- Year 6 leavers books
- Year 6 Camp contribution
- Swing set
- End of Year 'Fun Day' contribution

WHERE TO FROM HERE 2019-2020

HVSHSA held a planning event in late 2018 and identified a number of priorities for the year, including:

- Increased engagement in HVSHSA amongst the wider school community
- Coordinated and well-planned events
- Ensuring a positive relationship with Principal Luana Carroll
- Ensuring a transition for the Chair and Treasurer.

FINALLY - THANKS

We truly appreciate the support of everyone who helps in any and every way to the work of HVSHSA - it's a real team effort.

Ian Long

Chairperson Houghton Valley School Home and School Association