



## Kangaroo Valley Public School P & C Annual General Meeting 21.02.2025 8:00am Library

1. **Acknowledgement of Country:** Emma Chapple
2. **Welcome and Introduction:** Emma Chapple
3. **Apologies:** Lisa, Kate, Trudie, Laura, Heidi  
**Present:** Emma, Nikki, Toni, Jayne, Jason, Brad, Sally, Meg,  
**Minutes:** Tuneil Mackechnie  
**Quorum:** 9 paying members attending confirmed, meeting to continue.

4	<b>Current Members</b>
	Emma Chapple, Nikki Little, Toni Champion, Tuneil Mackechnie, Jayne James, Kate Hole, Selena Hanet Hutchins, Laura Nelson, Trudie Jarnason, Jason Shepherd, Brad Hawthorne, Lisa Mumm, Sally Vidler, Robin Moffat,
5	<b>President's Annual Report 2024</b>
	See attached Report (Appendix A) Members reviewed Report
6	<b>Treasurer's Annual Report 2024</b>
	See attached Report (Appendix B) Members reviewed Report
7	<b>Motion: Previous Minutes of AGM March 2024</b>
	Sent to members and school community prior to meeting. See attached Minutes. (Appendix C) Motion moved by current attending members.



<b>8</b>	<b>Audited Statement of Income and Expenditure (certified)</b>																																	
	Tracey is currently auditing the Statement of Income and Expenditure. To be presented to P&C at next meeting. Toni to send to Tuneil once completed to send to ACNC in accordance with constitution. (To be inserted as Appendix D)																																	
<b>9</b>	<b>Motion: Appointment of Auditor 2025</b>																																	
	Tracey Styles to be asked by Toni Champion for reappointment as auditor for 2025.  Motion moved by current attending members.																																	
<b>10</b>	<b>Motion: Membership Fees 2025</b>																																	
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<b>11</b>	<b>Renewal and New Memberships</b>																																	
	<table border="1"> <thead> <tr> <th>Current Members</th> <th>Continuing Y/N</th> </tr> </thead> <tbody> <tr><td>Emma Chapple</td><td>Y</td></tr> <tr><td>Nikki Little</td><td>Y- PAID</td></tr> <tr><td>Toni Champion</td><td>Y</td></tr> <tr><td>Tuneil Mackechnie</td><td>Y- PAID</td></tr> <tr><td>Jayne James</td><td>Y</td></tr> <tr><td>Kate Hole</td><td>TBA</td></tr> <tr><td>Selena Hanet Hutchins</td><td>TBA</td></tr> <tr><td>Laura Nelson</td><td>TBA</td></tr> <tr><td>Trudie Jamason</td><td>Y</td></tr> <tr><td>Jason Shepherd</td><td>Y- paid</td></tr> <tr><td>Brad Hawthorne</td><td>Y- paid</td></tr> <tr><td>Tabitha Hawthorne</td><td>Y- paid</td></tr> <tr><td>Lisa Mumm</td><td>TBA</td></tr> <tr><td>Sally Vidler</td><td>Y- paid</td></tr> <tr><td>Robin Moffat</td><td>N</td></tr> </tbody> </table> <p><b>New Members: Meg Willey- paid, Ella Kovari - paid</b></p> <p>\$0.50 payable to confirm membership.</p>		Current Members	Continuing Y/N	Emma Chapple	Y	Nikki Little	Y- PAID	Toni Champion	Y	Tuneil Mackechnie	Y- PAID	Jayne James	Y	Kate Hole	TBA	Selena Hanet Hutchins	TBA	Laura Nelson	TBA	Trudie Jamason	Y	Jason Shepherd	Y- paid	Brad Hawthorne	Y- paid	Tabitha Hawthorne	Y- paid	Lisa Mumm	TBA	Sally Vidler	Y- paid	Robin Moffat	N
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	Account Name: Kangaroo Valley P&C Account Number: 11018104 BSB: 062585
12	<b>Confirm Days and Time of General Meetings</b>
	<p>Continue with Friday morning meetings at 8am in Library.</p> <p>Proposed meeting dates to be sent to Jen Arnott in advance. Dates to then be confirmed with Jen for the year</p> <p>Next meeting is today following AGM - Friday 21 February 2025</p> <p>Next meeting will be held: 4<sup>th</sup> April, Term 2: Week 5 - 30 May and Week 9 - 27 June Term 3: Week 5 - 22 Aug and Week 9 – 19 Sept Term 4: Week 5 – 14 Nov and Week 9 – 12 Dec</p>
13	<b>P&amp;C Elections 2025</b>
	<p>ALL P+C Office Bearers and Subcommittee Coordinator positions become vacant and can be filled by nomination.</p> <p>All nominees for vacant positions must be Members of the KVPS P+C Association.</p> <p>Election of the Office Bearer Positions – Jen Arnott, Acting Principal KVPS:</p> <p><b>President</b> – Emma Chapple- accepted</p> <ul style="list-style-type: none"><li>• Motion moved by all present members</li></ul> <p><b>Treasurer</b> – Toni Champion - accepted</p> <ul style="list-style-type: none"><li>• Motion moved by all present members</li></ul> <p><b>Secretary</b> - Tuneil Mackechnie- accepted</p> <ul style="list-style-type: none"><li>• Motion moved by all present members</li></ul> <p><b>Vice President</b> – Nikki Little - accepted</p> <ul style="list-style-type: none"><li>• Motion moved by all present members</li></ul> <p><b>P&amp;C Interview Representatives</b> (excluding Principal position) 2 x female, 2x male reps–</p> <ul style="list-style-type: none"><li>- Emma Chapple, Jayne James</li><li>- Jason Shepherd, Brad Hawthorne</li></ul> <ul style="list-style-type: none"><li>• Motion moved by all present members</li></ul>



	<p><b>Canteen Officer</b> (if necessary): Nikki Little – accepted</p> <ul style="list-style-type: none"><li>- Motion approved by all members</li></ul> <p><b>Uniform Coordinator:</b> Trudie Jarnason- accepted</p> <ul style="list-style-type: none"><li>- Motion approved by all members</li></ul>
	<p><b>Meeting Actions</b></p>
	<p><b>Signatories:</b> To remain the same</p> <p><b>New membership and contact information:</b> To be updated online with the P&amp;C Federation (Tuneil)</p> <p><b>ACNC:</b> Annual statement and contact information to be updated online with the Australian Charities and Not-for-Profit Commission- regulator of charities (ACNC) (Tuneil)</p>



Appendix A: President's Annual Report 2024



## Annual General Meeting: President's Report

Thank you to everyone who attended our general meeting last week. We were able to celebrate the successes and progress of 2024—a year defined by community spirit, collaboration, and "Happiness Through Helping." The P&C's core mission is to foster a supportive, inclusive environment where our students, staff, and families can thrive. Last year, we continued to build on that foundation by bringing people together for events, fundraising activities, and day-to-day school life. A highlight of our collective effort was raising over \$23,000 through various initiatives. From KV Flicks to raffles, stalls, and the very popular Gentle Man's Golf Day, our community's generosity and hard work was truly inspiring.

**We are proud to have hosted and supported an incredible line-up of events and activities:**

- KV Flicks
- Easter Raffle
- Mother's and Father's Day Stalls
- Gentle Man's Golf Day
- KV Ladies Long Lunch and Raffle
- Lisa Grant's Christmas Portraits
- KV Tote Bag Sales
- Education Week BBQ
- Christmas Market Crown-Making
- End-of-Year Breakfast
- Whole school Beach Excursion



Each event not only raised essential funds but also strengthened our ties with the wider Kangaroo Valley community. Through these collective efforts, we have been able to make a meaningful impact on student experiences.







### **Financial Contributions to the School**

One of the great privileges of fundraising through the P&C is deciding how best to use the funds to enhance our children's education. At each meeting, the P&C carefully reviews and approves funding requests to ensure responsible use of our resources. Full details of these approvals and other motions can be found in our official meeting minutes and the P&C List of Approvals.

2024 contributed to a range of funding for school activities and resources, including:

*Purchased new books and learning resources for the library and classrooms*

*Supplied sports equipment and art materials*

*Funded new school sports marquees/gazebos*

*Paved the school entrance with commemorative 150th bricks*

*Rejuvenated the kitchen garden,*

*Supported Platypus Camp and bus transportation for multiple school excursions.*

### **Gratitude & Acknowledgements**

2024's achievements reflect the incredible dedication and enthusiasm of our entire school community. On behalf of the P&C, I would like to extend sincere thanks:

- P&C Members & Executive Team: Tuneil MacKechnie (Secretary) Nikki Little (vice president) Toni Champion (treasurer)
- Parents, Carers, and Volunteers: Whether you donated goods, sold tickets, cooked at BBQs, baked treats, or helped set up events, your contributions—large or small—made all the difference.
- School Staff & Office Team: Mrs Townsend, Mrs Barton, and especially our Acting Principal, Jen Arnott, for your collaboration, guidance, and support.
- Treasury Support & Uniform Shop: A special thanks to Trudie for a smooth treasury handover and keeping our Uniform Shop running efficiently.
- Local Businesses & Sponsors: the generosity and partnership enabled us to achieve our fundraising targets and host community-building events.

### **2025 P & C Office Bearers**

It was really pleasing that all office bearers of the P & C were willing to continue in their roles and were endorsed by the membership who attended our AGM.

Emma Chapple (President)

Toni Champion (treasurer)

Tuneil MacKechnie (Secretary)

Nikki Little (Vice President)

We look forward to continue embodying the spirit of "Happiness Through Helping." We welcome all new members to come and join our P & C.

**Emma Chapple, Kangaroo Valley P & C President**



Kangaroo Valley P&C Association  
 140 Moss Vale Rd,  
 Kangaroo Valley NSW 2577  
 ABN 18 618 355 904

Appendix B: Treasurer's Annual Report 2024

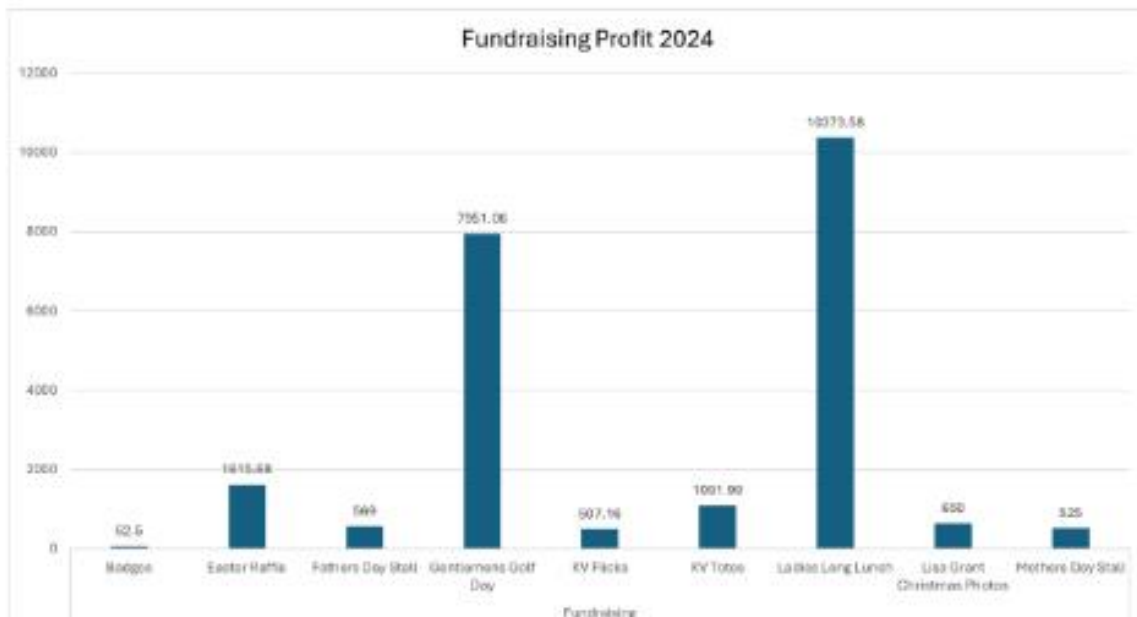
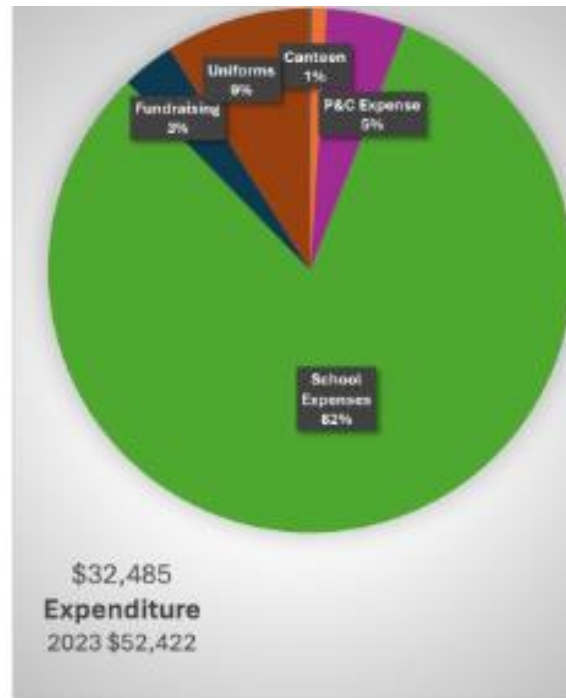
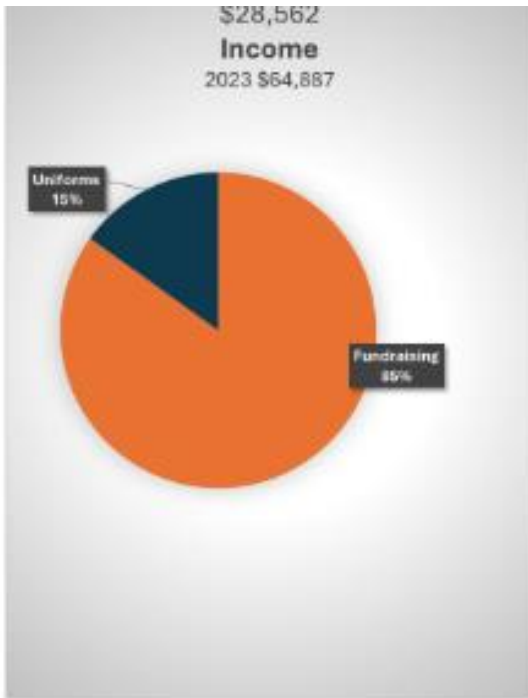
# KVPS P&C Financial Report

Report for 2024  
 Prepared by Toni Champion



## Balance as of 31<sup>st</sup> December 2024

Everyday account	balance as of 1/1/24	60365.75	
Debit card account	balance as of 1/1/24	250.01	
	balance of assets 1/1/24		<b>60,615.76</b>
Income received		28,562.89	
Less expenses		32,485.91	
Everyday account	balance as of 1/1/24	49,115.73	
Debit card account	balance as of 1/1/24	7,577.01	
	Balance of assets 1/1/24		<b>56,692.74</b>
<b>TOTAL ASSETS HELD AT 31/1/24</b>			<b>56,692.74</b>







## For Context

	Sum of Income	Sum of Expenditure	Balance
2016	\$ 41,435.41	\$ 43,789.13	-\$ 2,353.72
2020	\$ 11,607.70	\$ 22,459.52	-\$ 10,851.82
2021	\$ 8,663.19	\$ 11,285.35	-\$ 2,622.16
2022	\$ 51,930.00	\$ 42,619.00	\$ 9,311.00
2023	\$ 64,887.34	\$ 52,422.63	\$ 12,464.71
2024	\$ 28,562.89	\$ 32,485.91	-\$ 3,923.02

## Allocated School Expenditure 2025

**\$9,500**

Approved 2025  
 Start of Year Spend

Includes:

- Classroom Resources
- Library books
- Art resources
- Sports Equipment
- Uniforms

**\$1170**

P&C Expenses 2024

Includes:

- Insurances
- Bank fees
- Gifts

**\$26,994**

KVPS Spend in 2024

Includes:

- Marquees
- Swim caps
- Landscape paving
- School resources
- Gadhungal Murring
- Project Platypus
- Year 6 gifts
- Education week and end of year BBQ etc



**Appendix C: March 2024 AGM Meetings**

**ANNUAL GENERAL MEETING Kangaroo Valley Public School, P & C, Meeting  
8<sup>th</sup> March 2024**

**Present:** Jayne James, Trudie Jarnason, Jennifer Arnott, Brad Hawthorne, Tuneil MacKechnie, Kate Hole, Laura Nelson, Nikki Little, Emma Chapple, Lisa Mumm, Robin Moffat, Jason Shepperd, Sally Vidler

**Apologies:** Selena-Hanet-Hutchins, Sara Castillo

**Minutes:** Kate Hole

**1. Welcome & introduction - P&C President**

I begin today by acknowledging the *Dharawal* people, Traditional Custodians of the land on which we meet today and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

**2. Apologies/Proxies – P&C Secretary**

Apologies:

- *Selena Hanet-Hutchins, Julie Miller, Sara Castillo*

**3. Current Members - P&C Secretary**

Current members: *Kate Hole, Jayne James, Trudie Jarnason, Toni Champion, Robin Moffat, Wes Hindmarch, Sally Latham, Emma Chapple, Sara Castillo, Selena Hanet- Hutchins, Brad Hawthorne, Julie McIntosh, Laura Nelson, Darren Burden, Julie Miller, Stefan Jarnason, Bruce Latham, Jason Shepperd, Tuneil Mackechnie, Nikki Little, Lisa Mumm, Shannon Rose*

**4. President's Annual Report for 2023 - P&C President**

*See attached report*

**5. Treasurer's Annual Report for 2023 - P&C Treasurer**

*See attached report*

**6. Motion Previous Minutes of AGM Feb 2023 - P&C Secretary**

*Sent to members and school community prior to meeting, see attached  
Approved – Jayne, Brad and Trudie*

**7. Audited Statement of Income & Expenditure (certified) - P&C Treasurer**

*See attached statement*

- During the meeting reviewed Tracy's audit

**8. Motion: Appointment of Auditor for 2024 - P&C Treasurer**

Tracey Styles to be asked by Trudie for potential reappointment as auditor for 2024.



**9. Motion: Membership Fees 2024 - P&C Secretary**

Proposed Membership fee of \$0.50 to be paid.

**Motion moved by current attending members**

**10. Renewal and New Memberships – P&C Secretary**

Current members:

*Kate Hole, Jayne James, Trudie Jarnason, Toni Champion, Robin Moffat, Wes Hindmarch, Sally Latham, Emma Chapple, Sara Castillo, Selena Hanet- Hutchins, Brad Hawthorne, Julie McIntosh, Laura Nelson, Darren Burden, Julie Miller, Stefan Jarnason, Bruce Latham, Jason Shepperd, Tuneil Mackechnie, Nikki Little, Lisa Mumm, Shannon Rose*

Current Member	Continuing
Kate Hole	Yes
Jayne James	Yes
Trudie Jarnason	Yes
Stefan Jarnason	Yes
Toni Champion	?
Robin Moffat	Yes
Wes Hindmarch	?
Sally Latham	?
Bruce Latham	Yes
Emma Chapple	?
Sara Castillo	?
Selena Hanet-Hutchins	?
Brad Hawthorne	Yes
Julie McIntosh	?
Laura Nelson	Yes
Darren Burden	?
Julie Miller	?
Jason Shepperd	Yes
Tuneil MacKechnie	Yes
Nikki Little	Yes
Lisa Mumm	Yes
Shannon Rose	?

New Members	Joining
Sally Vidler	Yes

\$0.50 payable to confirm membership.

Account Name: Kangaroo Valley P&C

Account Number: 11018104

BSB: 062585

**11. Confirm days and time of General Meetings - P&C Secretary**



Continue with Friday morning meetings at 8am

Proposed meeting dates to be sent to Jen Arnott in advance. Dates to then be confirmed with Jen for the year

Next meeting is today following AGM - Friday 8/3,

Next meeting 5/4 at 8am

## 12. P&C Elections 2024

ALL P+C Office Bearers and Subcommittee Coordinator positions become vacant and can be filled by nomination.

All nominees for vacant positions must be Members of the KVPS P+C Association.

Election of the Office Bearer Positions – Jen Arnott, Acting Principal KVPS:

- The President - Emma Chapple
  - motion moved by all present members
- The Treasurer – waiting to be filled. Mark Stanford potentially interested.
- Secretary - Tuneil Mackechnie
  - motion moved by all present members
- Vice President – Nikki Little
  - motion moved by all present members
- P&C Interview Representatives – Tuneil Mackechnie, Jayne James, Brad Hawthorne, Jason Shepperd
  - motion moved by all present members
- Canteen Officer (if necessary): ?
- Fundraising Leader: ?

## 13. Meeting actions:

- Trudie will temporarily be treasurer until the position is filled
- Signatories to be changed (Trudie)
- New membership and contact information to be updated online with the P&CFederation (Tuneil)
- Annual statement and contact information to be updated online with the Australian Charities and Not-for-Profit Commission (ACNC) - national regulator of charities (Tuneil))
- Preparation of position hand over (Trudie Jarnason and Kate Hole)

## 15. Next general meetings

08/03/2024 at 8am

05/04/2024 at 8am

## Appendix D: Audited Statement of Income and Expenditure (certified)



Kangaroo Valley P&C Association  
140 Moss Vale Rd,  
Kangaroo Valley NSW 2577  
ABN 18 618 355 904

To Be Added once returned.