



N·O·O·S·H

NOOSH News - October 2014

Save the Date!

Annual General Meeting – 10th November 2014



The Annual General Meeting will be held on Monday 10th November 2014 at 6.15pm in the NOOSH Building. As we are re-aligning the NOOSH financial year the AGM will be separated into two meetings. The Administrative meeting will be held in November and the Financial meeting will be held in March 2015 (date yet to be confirmed). We look forward to seeing you!

Committee Positions Available

NOOSH will have Committee positions available in 2015, the Secretary, Staff Liaison Officer and a new team to assist in renovating the premises. I and the Committee encourage anyone who might be interested to put their hand up. We have a fantastic Committee! Don't worry if you have never been on a Committee before you will be guided and supported all the way. We look forward to your contribution. As a brief guide I've included a basic description of the positions:



- **Secretary**

The secretary is the key administration officer. In brief the Secretary's duties include recording minutes of all meetings, distributing minutes drafting correspondence and other communications, and puts action plans in place.

- **Staff Liaison Officer**

In this position you will be communicating directly with the staff and centre Director to ensure policies and procedures are being adhered to, as well as address the Committee with any staff concerns.

- **Building Renovation Team**

The NOOSH building is in need of some upgrades. This includes an internal revamp and the purchase soft furnishings. We need a small team of people to head this project to give the NOOSH space a warm and friendly play space for our children.

Farewell

Sadly the Committee is farewelling Jo Schuster who has been the NOOSH Secretary for the past three years. Jo has made an invaluable contribution to past and present Committee's and has decided to involve herself with other school activities. Jo has maintained her



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professionalism throughout her time as Secretary and has always been an active contributor in working through difficult issues. We wish Jo all the success in her new ventures.

Enrolments for 2015

The 2015 enrolments will be rolled out early in Term 4. Kerri Wickenden our new Director is working with Becklyn to establish an on-line system. Attending families at NOOSH will have the first opportunity to enrol online via the centre webserver. You will shortly be provided with the web address and your login details.

Please ensure you have all of your enrolments completed by the end of the term. All children attending NOOSH in 2015 will be required to have a completed enrolment form. Children will not be accepted at NOOSH without their enrolment forms as a \$2000 on the spot fine per child will come into force from January 2015 for not having the necessary enrolment documentation.

Security / Service Update / Letterbox

Following from previous newsletters, the level of security has been upgraded. Ian Frank has been a tremendous help in assisting the Committee with advice and the installation of an alarm system. We have also installed security doors in an effort to prevent further break and enters.

During the holidays the electrical circuit board was upgraded to meet current safety standards. We also installed additional sensor lights on the external corners of the building. These new lights should assist parents who enter the centre via the rear gate during the evening and hopefully serve as a deterrent to vandals.

NOOSH will have its own letterbox next term. This will be located at the front of the NOOSH Building. Please deliver enrolment forms and any other correspondence directly to our letterbox instead of School Administration.

Committee Meetings

The next Committee Meeting is scheduled for Monday 27th October 2014 at 6.15pm. All parents are invited to attend and we look forward to your valuable contribution.

Paula Bourke

President

1st October 2014