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Normanhurst OSHC

Minutes of Annual General Meeting 2025

Meeting name:	Noosh AGM 2025			Date:	19 May 2025		
Chairperson:				Time:	18:34pm AGM		
Venue:	NOOSH Building, Normanhurst Public School						
Attendees:							
Kristine Pymont (President)	KP	Emily Fletcher	EF	Catherine Field	CF	Richard Hanson	RH
Sara Carruthers-Smith (Secretary)	SC	Victoria Blackie	VB	Brooke Lennox	BL	Doug McKenzie (Becklyn Financial via Zoom)	DM
Eric Wong (Treasurer)	EW	Jacqui Gordon	JG	Kerri Wickenden	KW		
Apologies:							
Rachel Warner	RW	Jane Air	JA				

Agenda

Item	Description
1.	Welcome and apologies
2.	Acceptance of previous minutes
3.	President's report
4.	Becklyn Financial report
5.	Election of Officers 2025

## Meeting Minutes

	Item
1.	<p><b>Welcome and apologies –</b></p> <p>Acknowledgement to country. Apologies Jane Air (JA) and Rachael Warner (RW) unable to attend.</p>
2.	<p><b>Acceptance of previous minutes including matters arising – Yes</b></p>
3.	<p><b>Presidents Report (AGM) –</b></p> <p>“Term 1 recap:</p> <ul style="list-style-type: none"><li>• Tough term triggered by lower numbers (due to lower kindy numbers). Our numbers are down significantly from last year and from what we budgeted for</li><li>• Further roadblocks - we planned to increase fees by 6% in January, but needed Edu Dept approval. We are still waiting on approval, but had to make the decision to increase by 4.4%, with the 6% coming in once approval was given. We are still waiting on this approval, so our fees have been affected - our income is not where we want it to be</li><li>• Impact on financials - we were alerted early that we were projected to be down for T1 by \$28k. We worked immediately to turn this around. We tightened staff numbers to be at ratio, and have really pulled back in spending in other areas. We are really monitoring very closely and will continue to do so. We have seen positive results these last 2 months, and will continue to work to turn this around. Eric has been instrumental on this.</li><li>• Impact on staff - the tightening of staff numbers had an effect on staff. Our plan has been to tighten staff numbers as much as possible, and then work to adjust to make it more manageable. This was worked through under a number of weeks. It did cause stress and panic for staff, especially as shift numbers were cut. There was quite a bit of staff unrest. Myself and Sara had multiple meetings with most staff, and feel things may be moving forward positively.”</li></ul> <p>Kris (KP) - feeling positive towards the future.</p> <p>Doug (DM) - Consolidated the loss 15k in Term 1 and turned it around due to measures taken with significant \$\$ in the bank.</p> <p>Govt program: No other centre has had responses to the Wage increase program from the Government when we requested in November/ December.</p>

#### 4. **Becklyn Financial Report and Management report (AGM)**

##### **“Financial report for 2024**

- **Year End Audit Report**
- **Year End Financial Report**

##### **Year End audit report**

(see attachment)

##### **Year End Financial Report – 2024**

(see attachment)

##### **RE: Financial Report for 2024**

The Profit & Loss and Balance Sheet have been audited for the 2024 calendar year.

**SURPLUS / (LOSS):** For the 2024 calendar year the Centre has a loss of \$11,126 in comparison to a surplus of \$30,753 in 2023.

The Centre’s surplus was on a turnover of \$768,534 which was an increase in revenue compared to \$749,521 in 2023.

**Assets:** The centre has a total of \$258,941 in assets which is mainly made up of \$93,124 in Cash at Bank and \$130,000 in Term Deposit.

**Liabilities:** The centre has a total of \$134,860 in liabilities.

Annual Leave Accrual of \$66,400 and LSL Provision of \$26,855 is the amount held on the balance sheet to cover all staff leave entitlements as at 31st December 2024.

**Auditor’s Opinion:** The auditor has agreed the financial reports are presented fairly and in line with the requirements of the Associations Incorporation Act NSW 2025.”

Doug (DM) – Re 2024, Auditor reports show that Noosh also had 18k in building and equipment costs, so without these, actually have \$7,000 in profit in a trading sense last year and have shown growing attendances.

Been audited and opinion all material and financial reports as presented are fine.

Recommended continue trading.

5. **Election of Officers 2025 (AGM meeting)**

Electoral officer- Doug McKenzie

Stand down all current positions

Elect new position holders.

President: Catherine Field

Vice President: N/A

Treasurer and Public Officer: Eric Wong

Secretary: Emily Fletcher

General Member (WHS): Richard Hanson

General Member:

Auditor: (need to be elected by the parents):

School Liaison:

Doug- Advised Committee to look for a 5<sup>th</sup> member

Meeting close 645pm