

MINUTES OF MEETING 2

Mount Lawley Senior School, Admin Building Boardroom , 6:30pm, Tuesday, 3 March 2026

6:30pm Meeting Opened

Present: Louise Aston, Monique Herbst, Kevin Keary, Nilesch Jodhani, Megan Parker, Kristy Black, Anoushka Alexander, Gede Wirayuda, Michelle Lehmann, Paul Keogh, Branko Pravica, Janice Fawcett, Michelle Wilkins, Sharon Callow, Julie Eglin, Emma Eggleton, Remke van Dan, Gee Yap, Gary Corbett, Chelsea Weaver, Paulina Tanuadji, Paul Evans, Maurice Nugent, Andy Campbell, Kerry Anderson, Kate Ondek, Johanna Lynch, Veronica Holyoak

Apologies: Melissa Fong Emerson, Renee McLennan

Motion to accept the minutes of the previous meeting

Moved: Johanna Lynch

Seconded: Julie Eglin

All in favour

1.0 Convenor's report

1.1.1 Additional committee nominations and appointments

- Nominations and elections as follows:
 - Database: Nilesch Jodhani and Paul Evans. Unopposed.
 - Volunteer Coordinators: Melissa Fong-Emerson and Renee McLennan nominated. Unopposed.
 - General Assistant: Megan Parker. Unopposed.
- Also looking for more people to volunteer for Sponsorship team.

1.2 P&C membership requirements - confirming payment & WACSSO Code of Conduct

- Confirmed all committee members in attendance at meeting have paid \$1 P&C financial membership.

1.3 Attendance register

- Reminder to committee members to scan QR code to register attendance and log volunteer hours.

1.4 "No Fuss Fundraiser" Update

- 119 tickets sold, approx. \$1119. Year 7 BBQ flyers sold a lot of tickets. Lots of donations at \$50 level.
- Another Connect notice re fundraiser will be sent out this week.
- Raffle remains open until 31 March.
- Thanks to Veronica for sending out ticket number emails to parents.

1.5 "New member background presentation

- A presentation of background information for new members was shown: [2026 Background Operational Information](#)
- Last year all art works were auctioned without a break. Committee to consider restoring break this

year as it assists the database team and has other benefits for bar sales etc.

1.6 2025 Lessons learnt

- These are documented in the last meeting of 2025 and minutes have been distributed to members: [LAA Meeting 12 LESSONS LEARNT Minutes - 22nd July 2025.docx - Google Docs](#).
- Members to look at lessons learned in 2025 in relation to their role.

1.7 Financial motions

LAA2026.3.3.12 Financial motion to pay invoice to Crust Pizza or transfer funds to P&C to make payment to Crust Pizzas for P&C quiz night

Moved: Louise Aston

Seconded: Kevin Keary

All in favour

- If financial motions are required, 7 days is required for LAA committee. The whole P&C then votes on the motion and they also need 7 days' notice. P&C only meets occasionally so plenty of notice required for financial motions.

2.0 Artist Coordinator's report

- There are currently 30 entries from artists. There are 4 more weeks left.
- A couple more email reminders will be sent to artist database.
- A couple of artists have queried entering second pieces.
- Pippin Drysdale cannot contribute this year.
- There was a discussion about whether interstate artists should be included. There is no plan to do so at this stage.
- Only artists who are 18+ are eligible to submit artwork.
- More social media posts have been shared to art social media spaces.

3.0 Sponsorship Coordinator's report

- Currently sitting at \$19200 sponsorship, about \$10 000 cash.
- 2nd follow up emails have been sent out.
- Still looking for main sponsors for raffle prizes.
- More catering sponsors are needed, especially pizza.

4.0 Publicity report

- Gede has prepared social media posts for the No Fuss Fundraiser and for different levels of sponsors.
- Some auction promotion publicity will be done on the day of the drop off, with help from team.
- Gede to investigate costs for promoting social media posts to give them a wider reach.

5.0 Other business

- No other business.

CLOSE MEETING: 7.19 pm

NEXT MEETING: TUESDAY 17 MARCH 2026