



TRCC Committee Meeting Minutes June 2024

Date: Tuesday 11 th June 2024
Time: 7pm onwards
Location: The Range Children's Centre/ Zoom

Present: Jannice Semple, Nellie Shone, Aislinn Guthrie-Jones, Lauren Hill, Matt Parkes, Rebecca Corfield, Adrian Truan, Ana Garcia, Bridget Smith, Daniel Vlahovic, Emma Harvey, Jane Rogan, Kirsten McGreggor, Sarah Zhou

Apologies:

Update – President (Aislinn)

- Welcome: Acknowledgement to Country
- Confirmation of Pervious May 2024 Minutes) – Aislinn
- Strategic Plan Update – ongoing

Update/Report – Treasurer – (Matt)

Result for May was an operating profit of \$18,170. This was approximately \$4,000 ahead of plan for the month.

There were a number of variances to plan for May, whose effects largely cancelled out. Regular income remains strong for the month and signals that LDC is back to full capacity.

The Centre remains approximately \$52,000 ahead of plan for net operating profit for the year to date. We expect the final result for the year to be a net deficit, due to exceptional year-end amounts to come in June, but this will be lower than the deficit which was originally forecast.

Update – Director (Janice)

- QIP and Centre Philosophy
- OHS Fire Drill Practice Tuesday 28 th May – No issues to report – fire drill successful
- Art Show Fridy 20 th September 2024 – All rooms getting ready for the show



- Staffing update – Farewell to Janice – thank you for all your years of overwhelming commitment and service to the Range, you will be sadly missed. We wish Nanisi all the best in her next career path and thank her for her amazing contribution to the Range.

Correspondence In:

- Adrian Hobsons Bay Council Kindergarten update for 2024 (03/06/2024)
- Fair work Increase 2025 3.75% (03/06/2024)
- Nanisi Resignation letter 04/06/2024
- Hobsons Bay Weekly Lists (03/06/2024)
- NBN Appointment Friday 7 th June 2024 (31/05/2024)
- Danielle- Department of Education Pre-Prep Information (29/05/2024)
- Western Melbourne Early Childhood Improvement Branch Newsletter (28/05/2024)
- Natasha Trickey Co health Notes from Visit (24/05/2024)
- Signarama Melbourne Quote 17/05/2024
- National Long Day Care Multi-employment Agreement – Expression of Interest Information Pack – Federal government application for funding towards a wage increase for long day care staff – including information on steps the service can take to be part of the process.

Correspondence Out:

- Adrian Scerri - Hobsons Bay Council Kindergarten Update 03/06/2024)
- Ratio Supplement Funding 03/06/2024)
- Craig Mitchell UMS – Sink in Kitchen In photos (03/06/2024)
- Emma Madigan – Funded Organisation Performance Monitoring Framework Update (03/06/2024)
- Michael IT NBN appointment confirmation (03/06/2024)
- NBN Appointment and Number porting Confirmation Update (31/05/2024)
- Danielle Cogley Seeking Support Data (29/05/2024)
- Vu University – Signed Workplace Assessment (29/05/2024)
- Butterfly Kidz Incursion Confirmation (28/05/2024)



Ongoing Action Items

- Government Funding Update (Zoom meeting Thursday 6 th June)
- Emma - Funded Organisation Performance Monitoring Framework Meeting (Thursday 6 th June) update
- NBN Update – Ongoing issues with connection and council involvement to assist with connection
- Face Book Update – Page to be created by Ashleigh
- Outdoor Sign update – still receiving quotes
- Fairy Garden update – new seating to be arranged for staff to sit outside on breaks
- Traffic school arranged for 4 year old kinder.
- Christmas parties booked

New Policy:

- Fee Policy
- Clothing and Comfort
- Communication Plan
- Mental Health and Wellbeing
- Hobsons Bay Early Years Consultative Meeting Hobsons Bay Early Years Consultative Meeting - 20 th June

Next Committee Meeting Tuesday 9 th July 2024 at 7pm

Louise Hill
Lal

